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ABSTRACT

The Florida Long-Range Program is divided into four parts: a general part and a part for each of the three titles of the Library Services and Construction Act. Objectives have been stated to achieve the goal and subgoals of library service for Florida. A hierarchy of objectives has been created by stating long-range objectives, those which are probably not going to be achieved in the near future due to the condition of library service today; intermediate objectives, those objectives (more specific) designed to help achieve the level of service which will make long-range objectives attainable, hopefully to be achieved at the end of the six-year period. The most specific objectives are immediate objectives, designed to lead to the level of the intermediate objective. Immediate objectives should be achieved in an initial two-year phase of this plan. (Other State Plans are: LI003985 through 003993, LI003995 through 004004, LI004027 through 004035, LI004038 through 004042, and LI004044 through 004046.) (Author/NH)

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FLORIDA

LONG-RANGE PROGRAM FOR LIBRARY SERVICE: AN LSCA FIVE-YEAR LONG-RANGE PROGRAM WITH A SIXTH-YEAR EXTENSION

FILMED FROM BEST AVAILABLE COPY

LI 004 043

DEPARTMENT OF STATE
DIVISION OF STATE LIBRARY SERVICES

1972

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STATE OF FLORIDA

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June 28, 1972

Mrs. Virginia C. Grigg, Acting Director
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Department of State
The Capitol
Tallahassee, Florida 32304

Re: State Plan for Library Programs
for FY 1972-73
SPDC Project No. 72-1199

Dear Mrs. Grigg:

The State Planning and Development Clearinghouse has reviewed your State Plan under the Library Services and Construction Act, as amended by P.L. 91-600.

The Secretary of Administration, acting for the Governor, approves your submission of the state plan to the appropriate federal agency with the comment that it will be necessary that the proposed programs including the projects to be carried out under the plan be submitted to the State Planning and Development Clearinghouse for review and approval by the Secretary of Administration before funds are disbursed or obligated for project purposes.

Please append a copy of this letter to your application. This will reflect our compliance with Florida law requiring approval of applications for federal assistance and assure the federal agency of our compliance with the guidelines of U. S. Office of Management and Budget Circular A-95.

Sincerely yours,

Homer E. Still, Jr.

HOMER E. STILL, JR.
Chief
Bureau of Planning

HESjr/fas

cc: Honorable Richard (Dick) Stone

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INTRODUCTION

PURPOSE

The purpose of Florida's Long-Range Program is to implement the provisions of the Library Services and Construction Act, as amended, (P. L. 91-600), which provides for grants to states to assist them:

1. in the establishment, extension and improvement of public library services in areas of the states which are without such services or in which such services are inadequate;

2. with public library construction;

3. in the establishment, extension and improvement of such other state library services as library services for the physically handicapped, institutionalized and disadvantaged persons;

4. in strengthening the state library administrative agency; and

5. in promoting interlibrary cooperation among all types of libraries.

PLANNING PROCESS

1. The *Florida Long-Range Program* has been developed by the Department of State, Division of State Library Services, with the advice of the State Advisory Council on Libraries. This body has reviewed and evaluated this document during its preparation in accordance with Section 6 (d) of the Act.

2. The *Florida Long-Range Program* has been developed in consultation with the Library Services Program Officer, U. S. Office of Education, Region IV, in accordance with Section 6 (d) of the Act. The Library Services Program Officer has consulted with the Division of State Library Services in person, through correspondence and by telephone during the entire period of the development of this program.

3. Contributions of ideas and suggestions for the *Florida Long-Range Program* have been made by public, academic and state institution librarians, staff of the Ohio State University Evaluation Center at Department of Health, Education and Welfare, Office of Education Sponsored Institutes, and planning and evaluation specialists within the state.

4. Existing and in-process plans, studies, standards and other sources of information have been used in preparing the *Florida Long Range Program.*

5. *Sources most frequently referred to in planning were as follows:*

   a. Minimum Standards for Public Library Systems, 1966. Public Library Association, American Library Association.

   b. Florida Standards for Public Library Service. Public Library Section of the Florida Library Association. *(under revision)*

   c. Standards for Library Functions at the State Level. American Association of State Libraries, American Library Association, 1969.

   d. Manual of Correctional Standards, Chapter 31, "Library Services", American Correctional Association, 1966.

   e. Standards for School Media Programs, ALA and National Education Association, 1969.

   f. Standards for Libraries in Health Care Institutions, ALA and Association of Hospital and Institution Libraries.

   g. Institutions Serving Delinquent Children: Guides and Goals, U.S, Department of Health, Education and Welfare. Childrens Bureau, pp. 39-42.

   h. Standards for Library-Media Centers in Schools for the Deaf, a Handbook for the Development of Library-Media Programs. U.S. Department of Health, Education and Welfare. Office of Education, Captioned Films for the Deaf.

   i. "Recommended Standards for Library Services Submitted by the Committee on Library Services to the Accreditation Council for Facilities for the Mentally Retarded." AHIL Quarterly, Spring, 1971, pp. 36-38.

   j. Standards for Library Services for the Blind and Visually Handicapped. American Library Association, 1967.

   k. "Small Libraries Project", Pamphlet No. 13, The Small Library Building. Library Administration Division, American Library Association, 1962.

   l. Mann, Elizabeth B. The Florida Public School Library Media Program, 1969-1970. Doctorial Dissertation, Florida State University, 1972.

m. Interim Standards for Small Public Libraries: Guideline Toward Achieving the Goals of Public Library Service, Public Library Association, American Library Association, 1962.

n. Wheeler, Joseph L. and Goldhor, Herbert. Practical Administration of Public Libraries, Harper, 1962, p. 554.

o. "Model Interlibrary Loan Code: For Regional, State, Local or Other Special Groups of Libraries". ALA Bulletin, April 1969, pp. 513-516.

p. Florida Library Study Commission. Action Plan for Florida's Public Libraries. Spindletop Research, 1972.

q. Department of State, Division of State Library Services. Florida Library Directory, 1971.

r. "Centralized Processing for the State of Florida, Report to the Florida State Library". Arthur D. Little, Inc., 1968.

s. Library Services and Construction Act State Plan and Annual Program Statements and Federal Regulations (45 CFR Part 130).

AMENDMENT OF LONG-RANGE PROGRAM

1. The Department of State, Division of State Library Services hereby gives assurance that the *Florida Long-Range Program* shall be amended to reflect:

   a. *Changes in estimates of present and projected program needs;*

   b. *Variation in plan of action for meeting those needs; and*

   c. *Changes in policies, procedures, priorities, criteria and an annual updating of tasks.*

2. These amendments shall be submitted each year as part of the annual extension of the *Long-Range Program* submitted pursuant to the Regulations of the Act, Section 130.20 (a)-(2).

The Florida Long-Range Program will be made available to directors of all public libraries and to appropriate administrative agencies for state institutions as well as the librarians within such institutions.

Copies of the Long-Range Program will be placed in the Division's collection for public use.

ORGANIZATION

The *Florida Long-Range Program* is divided into four parts: a general part and a part for each of the three titles of the Library Services and Construction Act.

A plan of action to meet needs has been developed within each of the three LSCA titles. A goal has been stated and each section within the three titles has a subgoal. The attainment of all subgoals will insure the achievement of the goal.

Objectives have been stated to achieve the goal and subgoals of library service for Florida. A hierarchy of objectives has been created by stating long range objectives, those which are probably not going to be achieved in the near future due to the condition of library service today; intermediate objectives, those objectives (more specific) designed to help achieve the level of service which will make long-range objectives attainable, hopefully to be achieved at the end of the six-year period. The most specific objectives are immediate objectives, designed to lead to the level of the intermediate objective. Immediate objectives should be achieved in an initial two-year phase of this plan.

Tasks follow all immediate objectives. They present the activities or projects to be included in the next year's annual program.

Assumptions follow each objective. Assumptions are justifications or positions about the objective to which they refer. They are subjective, not necessarily based on fact.

Criteria are also provided after each immediate objective. Criteria are the basis for state-wide evaluation of the immediate objective.

PROFILE OF FLORIDA

POPULATION

Florida is the ninth most populous state. Between 1960 and 1970 the percentage net increase of population in Florida was 37.1%, the highest of any large state in the nation. And yet, all of Florida is not the beautiful coasts, the excitement and glamour of the tourist spots, or the rolling orange groves. There are agricultural areas where families are barely able to eke out an existence. Migrant labor camps are not far from many of the state's most prosperous areas, and ghettoes are found in urban areas, as in in other states.

LOCATION AND GEOGRAPHICAL FEATURES

Florida, the twenty-second largest state in size, encompasses an area of 58,560 square miles. Its coastline is the longest of any state with the exception of Alaska. Of the total 1,197 miles of general coastline, 399 miles are along the Atlantic Coast and 798 miles are along the coast of the Gulf of Mexico. Its peninsular shape is such that no part of Florida is further than 70 miles from one of its two coasts. The climate ranges from temperate and subtropical in the northern part of the state to tropical in the Florida Keys, with rainfall generally abundant, especially during the summer.

THE ECONOMY OF FLORIDA

While the economy of Florida reflects the national recession, the economic setbacks have not been nearly as severe as for the nation as a whole. The area of the state most adversely affected has been Brevard County, where cutbacks in both space and defense spending since mid-1969 have caused a considerable rise in the number of jobless workers in the area.

The reasons for the mild effects of the national recession on the state are the so-called "stabilizers" which enable it to weather some of the depressed periods in a more favorable way than other states. Some of the more significant of these "stabilizers" are: (1) More than a million retirees live in the state and spend their fixed social security or pension incomes; (2) Florida is one of the fastest growing states, and the constant immigration of new residents keeps the housing and construction industries vigorous; (3) Tourism has gradually increased (developed) into a year-round business.

It has been estimated that approximately 24.6 million tourists visited Florida in 1971. Many of the visitors will eventually return to Florida to live. This will continue to add to the demand for goods and services which perpetuate growth in virtually all segments of the economy. It is estimated that by the year 1990, nearly 2/3 of all of the people living in the Southeastern United States will be living in the State of Florida. Further details of Florida's economy may be found in the appendix.

See Appendix 1 for additional information.

THE FLORIDA STATE LIBRARY

DIVISION OF STATE LIBRARY SERVICES

RECENT LEGISLATIVE HISTORY

The legal basis for the existence and operation of the State Library agency is an important determinant of the manner in which these responsibilities are met. Florida's State Library was not created by the State Constitution; rather, it is a product of action by the state legislature. The most important legislation concerning the State Library is Chapter 257 of the Florida Statutes. This legislation authorized creation of a State Library in 1925. Through the years, this legislation has been amended on several occasions, but still stands as the legislative basis for the agency, the definition of its duties and responsibilities, and the establishment of a program of state aid to free public libraries.

In the last decade, a number of amendments of varying significance have been made to Chapter 257. In 1962, the State Library was administered by the State Library Board composed of three members appointed by the Governor to four-year terms. The Secretary of the Board, chosen by its members, also served as the State Librarian. In 1963, the Board was expanded from three members to seven and was renamed the State Library and Historical Commission. This newly named agency was given responsibility for the collection, recording, and dissemination of information about Florida history. Equal emphasis was to be placed on the historical and library functions of the Commission.

Two significant developments occurred in 1967. First, Chapter 257.27 created a 12-member State Committee on Libraries. This Committee, consisting of public officials, professional librarians, and citizens, was charged with studying the quality of library services available to the citizens of Florida and with recommending changes in Florida law which might improve services. The Committee was to present its findings to the Governor, the Senate, and the House of Representatives at the next session of the Legislature.

Second, Chapter 267, covering the provisions of the Florida Archives and History Act, was passed in 1967. In summary, this legislation relieved the State Library of its previous historical functions and maintenance of certain public records by creating a Florida Board of Archives and History with four operating divisions: Archives and Record Management; Historical Sites and Properties; Historical Museums; and Publications.

The most significant legislative changes bearing on the State Library have occurred since 1968. In that year, a new Constitution was adopted which limited the number of executive departments to no more than 25. The State Library was transferred from the State Library and Historical Commission to the Department of State. At the same time, the Archives and History Board was also transferred to the Department of State. The Archives and History Board is presently known as the Division of Archives, History, and Records Management; the State Library and Historical Commission has now become the Division of State Library Services.

Under this new organizational structure and provisions of Chapter 257.01 of the 1971 Florida Statutes, the State Library is to be administered by the Division of State Library Services. In addition, provision is made for an advisory council of 13 members known as the State Advisory Council on Libraries which has a major responsibility to act in an advisory capacity on LSCA matters. The members of this Council are to be appointed by the Secretary of State. More importantly, sole authority for appointment of the State Librarian (the chief administrative officer) of the Division of State Library Services is also given to the Secretary of State.

THE STATE LIBRARY TODAY: A PROFILE

PURPOSES

The role of the Division of State Library Services today is stated in the future program structure set forth in the 1972-78 *Six-Year Plan and Program Budget* of the Department of State to serve -- both directly and through local community operations -- the informational and leisure-oriented needs of the general public. The development and improvement of a state-wide network of libraries and library services is emphasized as is the promotion of library use by the general public.

As well as the purposes stated in the 1972-78 *Six-Year Plan and Program Budget*, the Division of State Library Services provides service to other state agencies and works toward strengthening overall state-wide development of libraries. The Division also is the agency which receives LSCA funds for use by Florida libraries.

ORGANIZATION

As has been noted, library functions at the state level are performed by the Department of State, Division of State Library Services -- one of five divisions within the Department. The chief administrative officer, the State Librarian, is appointed by the Secretary of State. The Division is subdivided into three bureaus, plus the Office of the State Librarian consisting of the State Librarian and his immediate administrative staff.

The three bureaus of the Division are: Library Development, Library Services, and Book Processing. The responsibilities of each are as follows:

Bureau of Library Development: county and regional library development; encouragement of participation in library systems; administration of state aid; state-wide planning, consultant service and program development; maintenance of programs in institutions and agencies of the state; recruitment and placement of library personnel; and data gathering and publication of library statistics;

Bureau of Library Services: reference and information service to state agencies, other libraries, and the general public; operation of interlibrary loan communications network using the collections of the Division Library, the resource centers, and academic libraries to backstop local community libraries; lending services directly to users; and distribution of state documents to designated depositories.

Bureau of Book Processing: centralized purchasing, receipt, and cataloging of library materials for member libraries.

STATE LIBRARY RESOURCES

FACILITIES

The Division of State Library Services is located in the sub-basement of the Supreme Court Building in Tallahassee, Florida. Total floor space devoted to the Division is 15,000 square feet. This comprises the office and working areas for the staff of the Office of the State Librarian, the Bureau of Library Development, and the Bureau of Library Services, shelving space for the collections of the Division of State Library Services, display and storage space for other library materials such as periodicals and microfilm resources, and space for members of the public and state agency personnel who use materials at the Division of State Library Services. These 15,000 feet constitute the total space allocated to the agency. However, the 1972 State Legislature has appropriated funds for a new Library and Archives Building which will provide 80,000 square feet for the Division.

MATERIALS

The Division of State Library Services collection now includes approximately 150,000 volumes of books, periodicals and newspapers (some on microfilm), and pamphlets. Special collections are Florida history and genealogy. The Division is a partial U. S. Document Depository and operates a system for collecting and disseminating state documents similar, but on a smaller scale, to the federal documents program. At present, there are no recordings or films (except for a small group of films on library science) or other audio-visual materials.

FUNDING

Funding for the administration and programs of the Division of State Library Services can only be described as inadequate. For fiscal year 1972, a total of $651,955 was appropriated by the legislature. Administration of the Division received $151,955 and the state aid program $500,000 for library development. *The state also received $1,385,770 from federal funds (Library Services and Construction Act as amended, Title I), but had to apply the total state appropriation for matching purposes and solicit an additional $564,171 from local libraries for matching purposes.* However, the 1972 State Legislature appropriated $385,360 for Fiscal 1972-73, or 75% of the Division's operating budget. This means the Division will not be using federal funds to run its own house quite as much as before, and more LSCA funds will be available for local libraries. $500,000 was again appropriated for state aid, meaning no increase in this area.

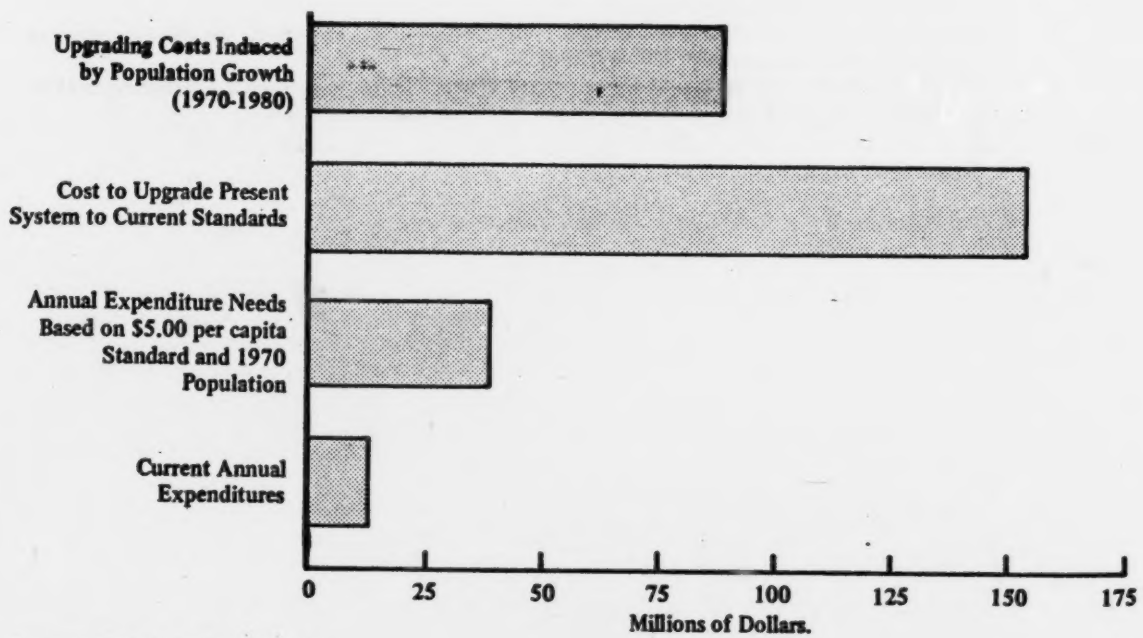
FINANCING

Estimate of actual funding for FY 73

Federal	$ 1,400,000
State	$ 885,360
Local	$13,000,000
Total	$15,258,360

In light of present conditions and expected needs, the following charts represent costs for upgrading Florida's public library systems. These charts represent analysis of costs in relation to needs as determined by Spindletop Research, Inc., and do not necessarily represent the attitude or opinion of the Division of State Library Services.

EXPENDITURE LEVELS AND COSTS OF UPGRADING



Source: Spindletop Research, Inc.

REPRESENTATIVE COSTS OF UPGRADING FLORIDA'S PUBLIC LIBRARY SYSTEM

Item	Standards	Funds Needed to Achieve Standards* (in thousands of dollars) Present Standards†	1980 Standards‡
Library Materials			
Volumes Held	2 per capita	$38,691	$27,140
Volumes Added	5% of Basic Collection	1,337	11,430
Periodicals Received	1 per 500 persons served	117	40
Sound Recordings Held	1 per 50 persons served	287	210
Films Held	1 per 100 persons served	19,265	5,720
Personnel			
Fulltime	1 per 2,000 persons served	16,158	7,270
Facilities			
Floor Space	.6 sq. ft. per capita	74,304	34,900
Shelving	1 linear ft. per 8 volumes held	2,838	1.930
Reader Seats	3 per 1,000 persons served	237	240
Totals		153,234	88,880

*Based on 1971 cost figures.

†Denotes additional funds required beyond present expenditures to upgrade the present system to minimum standards based on 1970 population.

‡Denotes additional funds beyond normal operating expenditures to upgrade the system from 1970 standards to minimum standards based on projected population for 1980.

Source: Spindletop Research, Inc.

FLORIDA'S PUBLIC LIBRARIES

RECENT LEGISLATIVE HISTORY

State legislation concerning the establishment and maintenance of local public libraries provides separate statutes for municipalities and counties. Municipal library formation and administration are encompassed by Chapter 167 of the Florida Statutes. No major changes have been made in this chapter in the last decade. This legislation is permissive in nature in that the establishment and maintenance of municipal libraries is left to the discretion of the city or town council, subject to approval of the question by a majority of voters in an election. This legislation also sets forth provisions for establishing a library board and delineates its powers and responsibilities. The most significant provisions of Chapter 167 relate to library taxes. A tax levy for municipal libraries is permitted, but is limited to a maximum of two mills per dollar on the assessed value of property. The funds collected from this tax are maintained in a library fund separate from general revenue monies, with expenditures controlled by the library board.

State legislation governing the establishment and maintenance of county libraries recently has undergone revision. Prior to the 1971 legislative session, the controlling statute in this area was Chapter 150 of the Florida Statutes. This was repealed by House Bill 693. The new law is similar to Chapter 167 in its permissive nature and merely specifies that providing libraries is one of the powers which the legislative and governing body of a county shall have.

The repeal of Chapter 150 created questions concerning the effects of the new act. Though definitive interpretation has not been made by the Attorney General of the State of Florida, opinions have been offered by others. The repeal of Chapter 150 has been interpreted as removing much unnecessary specification and detail. The new law has also been construed as giving the county commissioners a more meaningful role with great flexibility in the operation of county library systems.

PRESENT STATUS

Public libraries in Florida have improved since passage of the Library Services Act in 1956. In 1953, library services in Florida left more than one-third of the State's population virtually untouched. Little attention had been given to serving rural areas and there were no regional library systems.

LSCA funds have been put to good use during the 1960's and early 1970's in establishing library systems. There are eight regional (multicounty) systems covering 23 counties, and 18 county systems. In the remaining counties, there are some strong municipal public libraries but no over-all county-wide service. In others the service is minimal, and in nine counties, there is no service at all. There are a total of 67 counties in Florida.

The following needs assessment information was compiled by Spindletop Research, Inc., under the auspices of the Florida Library Study Commission which contracted for the survey in 1970-71. This survey was funded by LSCA money. The information supplied by the survey does not necessarily represent the attitude or opinion of the Division of State Library Services.

PUBLIC LIBRARY SURVEY

The data used in this analysis were gathered through a survey of public libraries throughout the State. The responses received provided data for 168 of the 198 libraries included in the survey (84.3 percent). These data represent inputs from all large and intermediate libraries and most small libraries. In the instance of centralized library systems, responses were received from the headquarters facility representing the entire system. The nonresponses were from small libraries and constitute an insignificant portion of the total holdings, expenditures, circulation, etc., for the whole state.

The data gathered in this survey were tabulated and analyzed. The analysis was based on minimum standards. These standards are consistent with American Library Association (A.L.A.) and Florida Library Association (F.L.A.) standards to the extent that A.L.A. and F.L.A. standards exist. From these standards and the survey data, deficiencies in the total system were computed. Where per capita standards prevailed, 1970 census data were used. The costs of upgrading to current standards, where deficiencies were identified, were computed using unit costs provided by the steering committee. The methodology provides the basis for definition of the current public library situation in Florida. Further, the strengths and weaknesses identified are essential to the formulation of an effective plan of action to ensure quality library services for all residents of the state.

SURVEY FINDINGS

The results of the survey are summarized below with data being grouped into several categories and subcategories.

LIBRARY MATERIALS

Volumes Held

A state-wide standard of two volumes per capita was accepted by the steering committee. This is in keeping with A.L.A. standards for service areas in excess of 500,000 persons. Using this standard and the 1970 state population of 6,789,443, the survey indicates a deficiency in excess of five million volumes. Thus, present holdings are only slightly more than one volume per capita as compared to the needed two volumes per capita.

PERIODICALS

A standard of one periodical received for every 500 persons served was adopted for use in this study. Costs were computed using $10.40 as the average cost of an annual subscription. On this basis, public libraries in Florida should be spending an additional $117,000 annually for periodicals.

AUDIO-VISUAL RESOURCES

Total Sound Recordings Held

Sound recordings were inventoried and compared with a state-wide standard of one recording per 50 persons served. The per unit cost used for recordings was approximately $5.50. Using these computation factors, an immediate deficiency was identified which will require approximately $287,000 to correct.

Films Held

The standard used for films held was one film per 100 persons served. The cost component employed was approximately $300 per 16 mm film. On this basis, Florida's public libraries are grossly deficient, requiring approximately $19.27 million to bring the present system up to the standards employed.

PERSONNEL

The effective delivery of any service, including library services, is determined to a great extent by the number of qualified persons engaged in providing the service. Inadequate staffing can impede all phases of an otherwise well-planned system. Further, lack of qualified personnel serves to intensify problems associated with facilities or other input factors. The personnel component is then an important element in analyzing the status and capabilities of the public libraries.

For example, public libraries in Florida have immediate personnel needs of approximately $16.16 million annually. This figure is based on a standard of one full-time employee for each 2,000 persons served, a total population of 6,789,443 (from 1970 census data), and an average annual salary of $7,500 for a full-time employee.

Florida's public library system has 231 librarians who hold fifth year degrees from A.L.A.-accredited library schools. This is less than two degree holders per responding system or library and if members of regional and county systems as well as branches are considered separately, less than one such degree holder per library unit. Moreover, these qualified personnel are very unevenly distributed throughout the system. Nearly 65 percent are concentrated in six large library systems (the six being the public libraries in Miami, Jacksonville, Orlando, Tampa, St. Petersburg, and Fort Lauderdale).

There are 50 recipients of graduate degrees in fields other than library science with no apparent pattern of concentration.

Forty-five persons hold an undergraduate degree in library science and 16 of these, or 35.6 percent, are employed in the six large libraries mentioned above.

Holders of other undergraduate degrees are 164 in number with 61 of these, or 37.2 percent, employed by the six large libraries mentioned above.

Six libraries, or 6.1 percent of those responding, have a full-time staff position for community relations programs, and four of these are among the six large libraries previously mentioned. 23.6 percent of the respondent libraries have a full-time reference librarian, and 30.2 percent of the respondent libraries had a full-time children's librarian.

In summary, public libraries in Florida face an acute shortage of personnel. This problem, like most others which currently beset the system, is a function of available funds.

FACILITIES

Physical facilities, e.g., floor space, reader space, etc., are another aspect of public libraries explored in this survey. Facilities are, of course, a major determinant of the level and quality of library services, and are also one of the more expensive inputs into a system for providing such services. The data gathered were analyzed and estimates of the expenditures needed for additional facilities were based on cost factors appropriate to Florida.

Floor space requirements are based on a standard of 0.6 square foot per capita. The cost factor used was $30 per square foot. On the basis of the standard used, present floor space is less than one-half of the state's needs. To correct this deficiency will require in excess of 74.30 million dollars for new buildings alone. This survey revealed a deficiency in reader space which will require approximately 7 million dollars of the total floor space expenditures. In addition, over $237,000 in needs for reader seats were identified. The needs for shelving were based on the state-wide minimum collection required of two volumes per capita and a shelving requirement of one linear foot per eight volumes held. The cost of shelving was taken as $4 per linear foot. Applying these factors to existing shelving produced a deficiency of 2.84 million dollars in present shelving for public libraries in the state.

PUBLIC LIBRARY ORGANIZATION

Analysis of the organization and administrative structure of the public libraries is an essential element in providing a composite view of their present status. This structure is a major determinant of the quality of services provided as well as the efficiency with which services are delivered.

The analysis of this structure was pursued on two points. First, the organization of individual public libraries was reviewed. Second, the organizational and administrative relationships among public libraries were identified and analyzed.

LIBRARY UNIT ORGANIZATION

Library Boards

Most public libraries in Florida operate under the overall guidance of a library board appointed at the local level. Survey responses indicate only six libraries which do not have library boards. Most boards do not participate in the administration of the library; rather, they serve in an advisory capacity. Usual activities of the board include: establishment of library by-laws; selection of the chief librarian; planning for the library; and fund-raising, budgeting, and other fiscal activities.

Internal Organization

The internal organization of the respondent libraries varied. The principal determinants of the existing structure seemed to be available funds and population served. These are, of course, obvious conclusions. Libraries with large budgets and serving large numbers of persons are able to employ specialists for programs for children, young adults, business and scientific reference, etc. In such situations the head librarian, or director, has few responsibilities in technical areas. He is primarily an administrator and relies on division, department, or program supervisors and other staff members who have responsibilities in technical areas.

In the smaller libraries the director has the same general administrative responsibilities, though on a smaller scale, and also has responsibilities for circulation, book selection, reference service, etc. Since the funding capabilities and the population served are at lower levels, much of the fiscal ability to hire specialized persons and offer a wide variety of services is absent.

The legislative basis for organizing public libraries has contributed to the diversity of organizational structures and to the sheer number of public libraries in the state. Until 1971, formation of public libraries was based on the provisions of Chapter 150 of Florida Statutes. This legislation was permissive in nature and failed to provide guidelines or models for library organization; rather, it simply permitted their organization within broad procedural limits. This situation was not altered by House Bill 693 which repealed Chapter 150.

LIBRARY SYSTEMS

There is an organizational level which lies above the individual library unit. This stratum consists of library systems. Library systems may have either of two organizational structures. In the first approach, a federated system, the members are equal and provide certain services on a reciprocal basis. The second approach, a centralized system, involves a headquarters library presiding administratively over the system. Again, services may be provided reciprocally, but certain activities are performed by the headquarters unit for the entire system.

The library system can also be classified according to geographic area served. Most systems provide service on a county-wide basis. Others, the regional systems, are multicounty in scope. The regional systems were organized primarily to provide service, given limited resources, to persons otherwise receiving little or no service.

An extension of the regional approach, though less formalized, is evidenced by the four library resources centers which have been designated. These centers, located in Miami, Jacksonville, Orlando, and Tampa, are the four largest public libraries in Florida. Their purpose is to permit interlibrary loan use of existing large, high quality collections. In this manner, the present strengths of the state's library system benefit all citizens.

Interlibrary cooperation

The importance of interlibrary cooperation was evidenced by survey responses concerning services which were either provided or received by public libraries. The areas of concern were:

*interlibrary loan,
*problem consultation,
*photo duplication,
*personnel sharing in special programs, and
*contract services.

Also of concern were the libraries and institutions with whom these services were shared or exchanged. Responses indicate that interlibrary loan, particularly with other public libraries, is the most used service and is considered the most important by librarians. Other services of significance were problem consultation, again with other public libraries, interlibrary loans involving public school libraries. These results indicate a clear emphasis on interlibrary loan as an important service. The basis for this significance probably lies in the lack of adequate library materials identified above. Further, the survey results indicate that librarians have responded to present needs and inadequacies by drawing on the resources of other libraries.

PUBLIC LIBRARY FUNDING

An important determinant of the level and quality of services provided by any agency - public or private - is the level of funding available to the agency. Any analysis of the services provided by these agencies must then consider the revenues available to finance

administrative operations and programs. Public libraries are no exception to these generalizations and an understanding of their problems, particularly in view of the deficiencies identified above in relation to Florida's public library system, must be based on the knowledge of the sources and level of financial support given them.

Local public libraries receive funds from five principal sources:

> federal funds, primarily grants under provisions of the Library Services and Construction Act; state funds under the state aid program provided by Chapter 257 of the Florida Statutes; county funds derived from an appropriation on library tax; municipal monies from their general funds and reimbursement for library services extended to other counties through contractual agreement. Miscellaneous sources such as donations and fines are also present.

The following represents a percentage breakdown of sources for revenues for public library services:

*federal - 2.1 percent,

*state - 1.7 percent,

*county - 21.1 percent,

*municipal - 67.8 percent,

*reimbursement - 4.3 percent, and

*donations, fines, and other - 2.9 percent.

From these data it becomes obvious that the costs of public library services for the State of Florida are being borne largely by local sources, primarily municipal government.

The principal sources of these local funds are ad valorem taxes on property. Until recently library funds derived from these sources were earmarked for use by public libraries. Recent legislation has altered this situation by placing an upper limit on the total millage levied by municipalities. To obtain a share of these limited funds, municipally funded libraries must now compete with other municipal services such as the police and fire departments and sewer and water services. A further point of significance in the financial breakdown given above is the low level of funding from the state.

Further examination of these revenues shows the low level of expenditures per capita for library services. These generalizations are based on total state-wide expenditures reported and total population and do not reflect the expenditures of any particular library or library system. The total revenues reported, were

approximately $12 million. This, together with the population, yields the following significant breakdowns of funding which reached the local level:

*local funds - approximately $1.57 per capita

*state funds - less than $0.07 per capita, (1971) and

*federal funds - (Title I and III in Fy 72) - approximately $0.10 per capita

FLORIDA ACADEMIC LIBRARIES

In reviewing the current situation of academic libraries in Florida's state university system, there is the inescapable fact that with the possible exception of the University of West Florida, in no single institution in the system has library development kept pace with the expansion of the academic program. In considering library resources in the academic institutions it must be determined what rationally ought to be done and what is budgetarily possible. To attain a reasonable solution, the system has inaugurated the use of a plan relating to the size of university libraries developed by the State of Washington. The Washington Formula has been meaningfully modified to the situation in Florida. Charts showing the seven state universities and what is needed to fully implement the Washington Formula are found in Appendix 4. Other academic insitution statistics are included in Appendix 5.

FLORIDA'S JUNIOR COLLEGE LIBRARIES

There are 28 junior or community colleges in Florida which are designed to provide post high school educational opportunities within commuting distance of 99% of the state's population. In Fall, 1970, there were 147,709 students enrolled in Florida's community colleges.

In 1971, the 28 junior colleges in Florida had a total budget of $5,887,115. Standards for junior college libraries suggest two full-time professional librarians for every 500 student enrollment. There are 159 professional librarians in Florida junior colleges. Standards also suggest 20,000 volumes for every 1,000 student enrollment. Florida's junior colleges have 1,201,211 volumes. Other junior college statistics are included in Appendix 5.

FLORIDA'S PUBLIC SCHOOL LIBRARIES

A comparison of Standards for School Media Programs has been used to determine needs of Florida public school libraries. The Florida Public School Library Media Program, 1969-1970, by Elizabeth B. Mann has been used to make the determination. This study compared standards with the actual conditions in public school libraries.

The following statements are results of the study. The provision of one library media specialist to 672 students is far below the *national standards* and many smaller schools have no professional library media staff at all. Supportive staff in the library media centers was not in the ratio recommended by the *national standards*.

There were some schools which provided print materials in the quantities recommended by the *national standards*, but on a statewide basis, there is generally inadequate provision of these materials. A large number of schools reported the provision of a variety of non-print materials and the equipment necessary for their use. None of the schools provided the materials and equipment in quantities recommended in the *national standards*.

Financial support in Florida for purchase of materials for the library media center is one-fourth the recommended figure.

FLORIDA STATE INSTITUTIONS

A 1971 survey of state institution libraries in Florida revealed the following information: 29 institutions, having a total resident population of 26,254, provided 179,028 volumes. Based upon a standard of 10 books per resident for minimum service, the libraries lack 83,512 volumes. Many of the reported volumes must be classified as undesirable because they were donated and accepted without any degree of selectivity. Much progress has been achieved in the libraries in the state institutions of Florida during the past few years, but many still fall far short of providing good service.

The survey revealed critical shortages in some of the institutions in periodical subscriptions. Very few libraries have begun moving toward providing audiovisual materials to any extent. Major emphasis needs to be placed in these areas.

The survey revealed $293,354 expended for institution library service; the greatest percentage of this total was allocated for salaries. Only $106,898 was used for materials and equipment. Using a minimum of $10 per resident for materials, $262,540 should have been reported. Therefore, to meet a minimum standard, expenditures for materials must be increased $155,642, or about 150%.

FLORIDA'S SPECIAL LIBRARIES

In 1971 there were 125 special libraries, excluding technical, medical, art, law and governmental libraries. Fifty-nine (59) of these are open to the public, some by appointment only, however. Sixty-four (64) of the libraries will loan on interlibrary loan books and other materials to other libraries. A number of special libraries are using and are used by the interlibrary loan network in Florida and more need to be involved in the network. Some of the special libraries in Florida are the only one or one of very few libraries of their kind, such as the Kennedy Space Center Library, the National Hurricane Research Library and the Marineland, Inc. Library.

A number of special libraries have been involved with the recent project, the Florida Union List of Serials, which will help libraries and individuals identify periodicals and serial holdings in special libraries. More work needs to be done in the area of coordinating information about special library collections in Florida.

GOVERNMENTAL STRUCTURE AS IT RELATES TO LIBRARY PLANNING AND COORDINATION OF SERVICES

I. GOVERNMENTAL STRUCTURE OF FLORIDA

A. *EXECUTIVE BRANCH:* Governor, all state departments and agencies

1. Includes those departments directly concerned with delivery of library services.

2. Develops state budget under Bureau of Budgeting, Department of Administration.

3. Authorizes state finances and agency functions through Division of Planning and Budgeting, Department of Administration.

B. *LEGISLATIVE BRANCH:* Legislature with two houses, Senate and House of Representatives, which meet annually

1. Makes and amends state laws, including enabling legislation for establishment, operation and governance of libraries.

2. Approves and passes state budget including state agencies directly responsible for delivery of library services and state aid to libraries.

3. Appoints standing and select committees for special study and recommendation including those directly and indirectly focused on libraries and/or their special concerns.

C. *JUDICIAL BRANCH:* All state courts

1. May decide legal questions relating to libraries.

2. May decide appeals (under specific circumstance) from decisions of other branches relating to library matters.

II. EXECUTIVE DEPARTMENTS DIRECTLY CONCERNED WITH DELIVERY OF LIBRARY SERVICES AT THE STATE LEVEL

Executive Departments headed by elected cabinet officers directly concerned with delivery of library services through designated divisions:

DEPARTMENT OF EDUCATION, COMMISSIONER OF EDUCATION

ACADEMIC LIBRARIES

Division of Universities
Division of Community Colleges

ELEMENTARY AND SECONDARY LIBRARIES OR MEDIA CENTERS

Division of Elementary and Secondary Education, Section of Educational Media

VOCATIONAL EDUCATION LIBRARIES

Division of Vocational Education

DEPARTMENT OF STATE, SECRETARY OF STATE

PUBLIC LIBRARIES

Division of State Library Services

The Department of Health and Rehabilitative Services, headed by a Secretary who is appointed by the Governor, is directly responsible for library services to institutionalized and/or handicapped citizens in *state institutions* through the following designated divisions and bureaus:

Division of Corrections - prisons
community correctional centers

Division of Youth Services - halfway houses
youth service centers
training schools

Division of Mental Health - mental hospitals

Bureau of Alcoholic Rehabilitation - institutions

Division of Mental Retardation - hospitals
Sunland Training Centers

Division of Vocational Rehabilitation

Bureau of Blind Services - *Florida Lions Foundation for the Blind Library*
(The School for the Deaf and Blind comes under the Department of Education)

Division of Health - tuberculosis hospitals

There are numerous advisory boards and councils who are appointed by the Governor or appropriate cabinet officer. For example, the State Junior College Council, Florida Public School Council, Vocational-Technical Advisory Council, the Board of Regents of the State University System, etc.

The Advisory Council to the Division of State Library Services consists of thirteen (13) members appointed by the Secretary of State (Florida Statutes 257.01). This Council supersedes the Florida Library and historical Commission and is structured to meet the membership requirements and responsibilities under the Library Service and Construction Act, as amended 1970 Sec. 3(8).

III. GOVERNMENTAL STRUCTURE OF FLORIDA AS IT RELATES TO THE DIVISION OF STATE LIBRARY SERVICES IN PLANNING AND COORDINATION OF SERVICES

The Division (Division of State Library Services) *may, upon request, give assistance, advice and counsel to all school, state institutional, free and public libraries, and to all communities in the state which may propose to establish libraries, as to the best means of establishing and administering them, selecting and cataloging books, and other details of library management.* (Florida Statutes, Chapter 257.04*(2)*).

The college and university libraries are administered through governmental divisions under the Department of Education, Commissioner of Education. As co-equal administrative units of state government, the Division of State Library Services under the Department of State arranges for appropriate coordination between public and academic libraries.

Elementary and secondary school libraries or media centers are the responsibility of the county. Through the state supervisor, who is the Administrator of the Section of Educational Media, Division of Elementary-Secondary Education, Department of Education, the Division of State Library Services arranges for appropriate coordination between public and school libraries.

Public library service in state institutions is the responsibility of the above mentioned Divisions under the Department of Health and Rehabilitative Services. As an executive department of state government, coordination with the Department of State, Division of State Library Services, does arrange cooperative programs of library services.

IV. MANY ORGANIZATIONS AFFECT LIBRARY SERVICE IN THE STATE OF FLORIDA

A. POLITICAL AND GOVERNMENTAL

1. State governmental agencies as mentioned above and illustrated in appendix
2. Local governments, county school districts, college and university administrators
3. Library Boards of Trustees
4. City, county or district planning boards
5. County federal aid coordinators
6. Community action programs
7. Model cities

B. PROFESSIONAL AND CONCERNED LAY GROUPS

1. Florida Library Association, its divisions and special committees, such as Legislative Planning Committee and Florida Public Library Standards and Revisions Committee, etc.
2. Florida Association of School Librarians
3. Boards and staffs of libraries
4. Friends of the Library
5. Library Development Council
6. National service organizatons with local and state chapters

POLICIES AND PROCEDURES FOR THE PERIODIC EVALUATION OF THE EFFECTIVENESS OF PROGRAMS AND PROJECTS SUPPORTED UNDER THE ACT

I. The State of Florida has some 230 public and private libraries which offer a wide array of resource information to the state citizens. In addition to these libraries, the state has numerous academic institutions, and special libraries, designed primarily to meet the needs of their patrons. Through the cooperation of several of the state agencies and their allied libraries, nearly every citizen in any part of the state can obtain the precise library material that he may desire.

The diversity of the library material on hand in Florida ranges from the extremely technical to the popular.

Florida also has a wide diversity in its patrons. Florida has often been considered to be a rather representative cross-section of the citizenry of the United States. We have the young and the old, the well-educated and the illiterate, the wealthy and the poor, the urban and the rural, and a wide selection of ethic minorities.

The Division of State Library Services has had a history of cooperation with various libraries or library systems, and other divisions of the state. Since its inception, it has worked in close association with the judiciary of the state as well as with the legislative houses of the state. It has worked closely with the various agencies of the state who serve handicapped persons. In the main, the cooperation which has existed between the Division - and other public or private organizations -has been on a voluntary basis, and was frequently informally performed. The result of this informality and cooperation has been both an advantage and a handicap. The advantage is that most organizations view the Division as an able and helpful partner. The handicap has been that many programs which the Division felt should be initiated, have not been, because of lack of funds, or legislation, or both.

However, as a result of changes in the federal laws, the Division is now required to: (1) initiate innovative programs, (2) determine the efficiency of existing programs, and (3) decide, on the basis of program evaluation, which programs or projects shall be continued in toto, continued in part, altered completely, or discontinued.

It is the purpose to delineate the procedures for the periodic evaluation of programs and projects, as well as to establish policies of evaluation results of those programs and projects which have been supported under the Library Services and Construction Act as amended.

A. POLICIES

It is the intention of the Division of State Library Services to assure the highest level of service to every resident in the State of Florida. To further this aim, the Division has assumed the responsibility of continuous evaluation of all the programs which it administers. This will consist of several stages: (1) review boards, (2) data gathering, and (3) program planning and evaluation on local and state level.

Since the results of an evaluation will be the ultimate determinant of continued funding, we shall here discuss the policies of the evaluation procedure.

It is the opinion of the Division that the frequency of evaluation is crucial to the effectiveness of any program. The very act of evaluation attains two objectives. First, evaluation serves to improve projects. Second, evaluation insures accountability. For these reasons, the Division will evaluate an on-going project at least once each year, prior to being funded for the following fiscal year.

In the case of demonstration projects, the Division will perform two evaluations; during the course of the project, and again at the end of the project.

If the evaluation of a particular project shows that for the most part the project is achieving its stated objectives, but some areas are not, the state may continue to fund the project, providing the indicated changes are made. When changes occur, they will be evaluated individually in terms of their value to the project.

The Division sees evaluation being comprised of five distinct levels:

1. Evaluation of effort: Evaluates quantity and quality of activity. Assesses input or energy regardless of output. Assures the specific activity is a valid means of reaching higher goals and indicates something is being done to meet problem.

2. Evaluation of performance: Measures the results of the effort rather than the effort itself and proves effectiveness.

3. Evaluation of adequacy of performance: Measures degree to which effective performance is adequate to the total amount needed - a relative measurement. Measures effectiveness of program in terms of a denominator of total need.

4. Evaluation of efficiency: Evaluates alternate paths or methods in terms of cost - money, time, personnel, and public convenience. Represents a ratio between effort and performance.

5. Evaluation of process: Discovers reasons why or why not a program is successful - significant both administratively and scientifically. May result in modification of project.

The basic reason for program evaluation is to obtain desired results of a specified program, and to discuss how and why a program works or does not work. What is done with the results of an evaluation is of utmost importance. Consequently, it is necessary to provide the results of the evaluation to the appropriate decision makers and project directors.

In the final analysis, should the results of an evaluation indicate unsuccessful results, the project will receive no further funds unless the errors in the project are corrected by the project library.

B. PROCEDURE

Methods of Implementing the Program

1. Planning decisions: Selects goals, objectives, and priorities - describes the relevant environment along with its desired and actual conditions; identifies unmet needs and unused opportunities, and diagnoses the problems which prevent needs from being met.

2. Structuring decisions: Specifies the means to achieve these goals established as a result of planning decisions. Includes - methods, content, organization, personnel, schedules, facilities, and budget.

Structure and Function of an Evaluation Unit

Context Evaluation Section

1. To provide information on which to plan the program and make decisions.

2. To identify problems and opportunities and set priorities.

3. To provide the basis for changing or creating new goals and objectives.

Input Evaluation Section

1. To identify ways to meet needs, solve problems and exploit opportunities.

2. To collect and assess information about the programs concerning:

   (a) Performance: costs, benefits, side effects.

   (b) Acceptance: political viability, community acceptability, timeliness.

   (c) Staffing: availability of qualified personnel, interaction with other agencies.

3. To refine and develop the project as it is implemented.

Process/Product Evaluation Section

1. To detect or predict defects in the program as it is implemented.

2. To set standards and make policies.

3. To keep records, statistics, etc., of the project as it progresses.

4. To measure and interpret achievements during the project.

5. To measure and interpret achievements at the end of the project.

Service Section

1. To collect data about the program:

   (a) To devise means of collecting data.

   (b) To supervise collecting data in the field.

Information Section

1. To process all data into storable form.

2. To develop computer applications for analysis of data.

3. To store data.

4. To retrieve data.

Report Section

1. To make reports from data collected by Service Section and stored by Information Section:

   (a) To organize data according to the demands of the report

   (b) To interpret data to aid in further planning.

Administrative Unit

1. To direct and coordinate evaluation units.

2. To evaluate and plan activities

3. To train staff on both state and local levels

The administrative unit should have an advisory board that represents all administrative levels of the state library agency; a unit director, a handbook of policy, organization and procedure; and personnel for in-service training in evaluation. A minimum of 5% of the project budget should be devoted to the costs of evaluation.

The State Advisory Council on Libraries will assist the Division in evaluating library programs, services, and activities under the State Plan.

BUDGET: A minimum of 2% to 5% of the program budget should be established for evaluation.

POLICIES AND PROCEDURES FOR APPROPRIATE DISSEMINATION OF THE RESULTS OF EVALUATION AND OTHER INFORMATION PERTAINING TO SUCH PROGRAMS OR PROJECTS

II. It is the policy of the Division of State Library Services to supply the Director of the Division and the project directors the full evaluation report and the conclusions of the Division. This report shall contain the following sections: a statement of purpose; a description of the study design; the methods of data collection and any instruments used in data collection; the results, a section of conclusions and interpretations.

In addition, the Division will supply an abbreviated report, consisting of the results, conclusions and interpretations, to the public and private agencies who cooperated in the project; the local library that participated; the U. S. O. E.; and the A.L.A. approved library schools in the State of Florida. In each instance, the recipient has the option of requesting a full report, and this will be provided him by the Division.

Additional copies of the full report will be placed in the Division's collection for public use.

PROSPECTUS

GOAL

The statewide development and improvement of libraries and library systems that will meet the informational, educational and recreational needs of the residents of Florida.

SUBGOAL

1. The provision by the state library agency of library service directly, the promotion of service through other agencies, the coordination of various library resources, financial aid to libraries and the requirement of service through standards and regulations.

Objectives

1.1 To provide leadership in the development and coordination of all library resources and services within the state, including those in public, school, state institution, academic and special libraries and in the establishment of regional library networks which often will be part of existing and emerging national information systems.

1.2 To provide bibliographic and informational resources of state-wide value, both for direct use by state government and as a backup for local libraries of all types.

1.3 To provide consultant and promotion services for those libraries which bring resources close to users, particularly state institution and public libraries.

1.4 To provide research and planning leadership to stimulate steady improvement of state-wide library resources and their utilization.

1.5 To provide leadership in establishing a body of state law congenial to the development of total library services of the highest caliber.

SUBGOAL

2. The development of cooperative systems aimed at efficiently providing a full range of library services.

Objectives

2.1 To provide quality library service to all residents of Florida through the development and improvement of public

library systems with sufficient population bases to economically finance a full range of library services.

SUBGOAL

3. The provision of a network of resource centers throughout Florida which will establish and extend comprehensive resources for the residents of its service area.

Objective

3.1 To provide subject and reference resources at regional resource centers within Florida.

SUBGOAL

4. The provision of fast and efficient centralized book processing in order to relieve state institution and public libraries and libraries for the physically handicapped from administering technical service units.

Objective

4.1 To provide centralized book processing which would adequately serve state institution and public libraries and libraries for the physically handicapped of all sizes.

SUBGOAL

5-11 The development within state institution and public libraries of operational formats designed to increase library use by the public and special identifiable groups.

Objective

5.1 To make library users of non-users.

6.1 To establish, improve and extend library service for residents of state institutions.

7.1 To coordinate the efforts of all nonprofit agencies, public libraries and the regional library for the physically handicapped in providing library service for handicapped.

8.1 To provide a community-based program of library service for the aged.

9.1 To achieve quality level public library service for children and young adults of all backgrounds and abilities throughout the state in all outlets of every library system and in individual libraries.

10.1 To insure that the public knows about areas of national education concern and what action may be taken in these areas.

11.1 To develop the most effective and efficient means of giving quality library service.

SUBGOAL

12. The provision of qualified personnel in all public and state institution libraries in Florida.

Objective

12.1 To provide the number of professional librarians and supportive staff as the Minimum Standards for Florida Public Libraries recommends to meet the needs of the general public and to provide the professional and supportive staff to meet the needs of the institutionalized residents of the state.

SUBGOAL

13. The provision of adequate public library facilities for all residents of Florida.

Objective

13.1 To eliminate all inadequacies in public library facilities within Florida.

SUBGOAL

14. The systematic and effective coordination of the total resources of libraries of all types.

Objective

14.1 To provide easy access to the full range of bibliographic resources of libraries.

TITLE I --- LIBRARY SERVICES

GENERAL POLICY

A. State institution and public libraries and libraries for the physically handicapped are eligible for funding under the Library Services and Construction Act, as amended by Public Law 91-600, Title I.

B. Unless otherwise stated, local matching funds should equal a minimum of one third (1/3) of the amount of federal funds allocated for a given project.

C. The amount of the grant award will be determined each year based on the availability of funds and the annual established priorities of the program.

D. An evaluation of each project in terms of its stated objectives and the objectives of the *Florida Long-Range Program* will be made during the course of the project and at the completion of each fiscal year it is funded.

GENERAL PROCEDURES

A. A Notification of Intent to Apply for Federal Funds will be submitted by March 1, preceding the fiscal year for which the request is made, to the Department of State, Division of State Library Services, on a form provided by the Division.

B. Upon notice from the Division of State Library Services, Bureau of Library Development, a Letter of Intent will be submitted containing a full statement concerning a proposed project. The Bureau will provide Letter of Intent form (s).

C. All proposed projects must be reviewed by the State Advisory Council on Libraries and the State Planning and Development Clearinghouse.

D. The Department of State, Division of State Library Services will notify libraries of grant awards.

E. A contract will be made between the Department of State, Division of State Library Services and the appropriate state agency or local public library administrative authority.

TITLE I PRIORITIES

A. Priorities with statewide implications:

1. *Strengthening the state library agency*
2. *Library systems development*
3. *Metropolitan, regional and national resource centers*
4. *Manpower development*

B. Priorities for service programs:

1. *Library service to identified special clientele (Includes economically disadvantaged)*
2. *Library service to state institutions*
3. *Library service to the physically handicapped*
4. *Library service to the aged*
5. *Library programs addressed to national education concerns*

CRITERIA FOR APPROVAL OF APPLICATIONS

A. No one type of project will be allowed to absorb all funding. An effort will be made to fund all projects addressed to stated priorities.

B. Preference will be given to projects of an ongoing nature with the locality assuming greater funding responsibility as the project progresses.

C. Preference will be given to projects which show cooperation with other public and private agencies serving the same clientele or needs.

D. All counties eligible for state aid will be eligible for Title I grant awards.

E. All public and state institution libraries will be eligible for Manpower Development and Demonstration project grants.

F. Preference for projects serving the economically disadvantaged will be given to those counties, rural and metropolitan areas listed in order of priority in the Basic State Plan.

G. Criteria established for library service to the

economically disadvantaged in the Basic State Plan shall be adhered to in reviewing project applications.

H. Criteria for adequacy of public library service established in the Basic State Plan shall be adhered to in reviewing project applications.

STATE LIBRARY AGENCY SERVICES

1 *SUBGOAL

The provision by the state library agency of library service directly, the promotion of service through other agencies, the coordination of various library resources, financial aid to libraries and the requirement of service through standards and regulations.

1.1 LONG RANGE OBJECTIVE

To provide leadership in the development and coordination of all library resources and services within the state, including those in public, school, state institution, academic and special libraries and in the establishment of regional library networks which often will be part of existing and emerging national information systems.

Assumption (This assumption will apply to all long-range objectives to follow)

There are certain roles and responsibilities that the state library agency must assume if informational, educational and recreational services are to be provided for the residents and government of Florida. This long-range objective and those which follow represent the roles and responsibilities the state library agency must assume if these services are to be developed and implemented.

1.11 *INTERMEDIATE OBJECTIVE*

To provide reference, bibliographic and interlibrary loan service to stand behind community and regional libraries.

Assumption

It should be possible to refer any information request from the local level up to the state level. The stronger the local and regional services available to users, the more specialized the state level reference and resource service must become. The state should stand behind systems of libraries in providing in-depth resources.

*Subgoal and long-range objectives for this section taken from American Association of State Libraries. Standards Revisions Committee, Standards for Library Functions at the state level. American Library Association, Chicago, 1969.

1.111 IMMEDIATE OBJECTIVE

To share bibliographic resources between libraries of all types through a communication network.

Assumption

A communications network providing interlibrary loan and information should be maintained (See Title III).

Criteria

Effectiveness based on user satisfaction rate as a percentage (Ideal = 75%).

Task - Operation of a communications network (See Title III).

Time:	*(Start)*	July 1, 1972	
	(Finish)	June 30, 1977	*LSCA termination*
		June 30, 1978	*State termination*

1.2 LONG RANGE OBJECTIVE

To provide bibliographic and information resources of statewide value, both for direct use by state government and as a backstop for local libraries of all types.

1.21 INTERMEDIATE OBJECTIVE

To expand the depth and range of Bureau of Library Services collections to facilitate backstopping of local library service

Assumption

A collection of book and non-book materials should be developed by the Bureau of Library Services to be used for supplementing the collections of local libraries.

1.211 IMMEDIATE OBJECTIVE

To reduce by 5% the number of requests made to the state library agency that cannot presently be met.

Assumption

Constant improvement on effectiveness of library services is needed to establish and maintain user satisfaction.

Criteria

1. Percentage of increase on fulfillment of requests (Ideal = 5%).

2. User satisfaction with library materials supplied by state library agency (Ideal = 75%).

Task -

1. *Purchase materials requested by users when not available elsewhere.*

2. *Secure bibliographic tools which will enable the information network to locate materials.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

1.212 IMMEDIATE OBJECTIVE

To investigate the feasibility of providing a film circuit for the public and state institution libraries in Florida.

Assumption

It is reasonable to assume that the cost of acquiring and maintaining of film collection in each public and state institution library is quite high. It may be more efficient to maintain a centralized film collection which could be made available to local libraries.

Criteria

Efficiency and effectiveness of a film circuit as determined by:

1. Cost per acquisition and circulation of a circuit film as compared to cost for acquisition and circulation per individual library.

2. Time lag or receipt of circuit film request as compared to receipt of same film owned locally.

3. Cost to establish a film circuit.

4. Determination of number and subject areas of films to be acquired.

Task - Study to determine feasibility of instituting a state-wide film circuit.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

1.22 INTERMEDIATE OBJECTIVE

To provide a reference and research service to meet the information needs of state government, its agencies and institutions.

Assumption

Reference and research service, based on the comprehensive collections of the state library agency, should be available to all government employees, either in person or by telephone. Collections should recognize government needs.

1.221 IMMEDIATE OBJECTIVE

To increase by 5% the rate of fulfillment on reference and research requests made by state government annually.

Assumption

In order for state government to effectively carry out its duties, certain reference and research needs must be fulfilled. Government is only as good as its information. Therefore, the state library agency has the responsibility to constantly improve its rate of fullfillment on requests made by state government, its agencies, and insitutions.

Criteria

1. Percentage of increase on questions answered for inquiries originating from state government (Ideal = 5%).

2. Percentage of increase on questions answered at information desk in Capitol during Legislature (Ideal = 5%).

Task -

1. *Maintain an information desk in Capitol during the Legislature.*

   Time: *(Start)* April 2, 1973
   (Finish) May 30, 1973

2. *Maintain a reference department adequately staffed to meet reference demands at state library agency.*

   Time: *(Start)* July 1, 1972
   (Finish) June 30, 1977 *LSCA termination*
   June 30, 1978 *State termination*

1.23 INTERMEDIATE OBJECTIVE

To develop state agency and/or division libraries in close coordination with the state library agency and provide for cross-agency organization in which the state library agency supplies materials to the various agencies and divisions of government.

Assumption

The state library agency, in its role to provide reference and research information to state government, also has an auxiliary role in helping to coordinate libraries organized by the various state agencies and divisions. These libraries are most often designated to provide for the frequent information needs and professional and resource reading of the staff.

1.231 IMMEDIATE OBJECTIVE

To promote areas of cooperation and coordination among state agency libraries.

Assumption

Libraries in state agencies are in various forms of comprehensiveness. Some agencies have no collections while others have very sophisticated collections. Cooperation and coordination of agency libraries may result in more effective and efficient service.

Criteria

1. Designation of all agencies in need of or already providing library services (Ideal = 100%).

2. Effectiveness as determined by user satisfaction of cooperative services (Ideal = 75%).

3. Efficiency as determined by expenditures for cooperative services (Ideal = decreased expenditure annually).

4. Types of service offered cooperatively as a measure of quality.

Task - *Making designation and contact with all state agencies having, or in need of, library collections. Discuss methods of cooperation.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

1.3 LONG RANGE OBJECTIVE

To provide consultant and community relation services for those libraries which bring resources close to users, particularly state institution and public libraries.

1.31 *INTERMEDIATE OBJECTIVE*

To maintain consultants sufficient in number to provide guidance on problems of concern to local personnel, assistance in identifying problems not clearly recognized locally, and identification of opportunities for increased or improved service.

Assumption

The consultant from the state library agency can provide guidance on problems of concern to local personnel, assistance in identifying problems not clearly recognized locally, and identification of opportunities for increased or improved service.

1.311 *IMMEDIATE OBJECTIVE*

To provide guidance in special aspects of library service.

Assumption

1. The state library consultant should guide the service programs of libraries to meet standards of service. The meeting of standards should assure that libraries have the ability to meet the needs and demands of users.

2. Library consultants are most especially needed to provide guidance in serving special clientele groups. Services to special groups is for the most part, new in Florida. Special care in planning and implementation must be taken to insure effective service.

Criteria

1. Number of general consultant visits made annually per library (Ideal = minimum of 1 visit).

2. Number of consultant visits made annually to libraries having projects for special clientele groups (Ideal = 3).

3. Special areas about which consulting is done, by type, as a measure of quality.

Task - *Field visits by consultants to state institutions and public libraries.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

1.4 LONG RANGE OBJECTIVE

To provide research and planning leadership to stimulate steady improvement of state-wide library resources and their utilization.

1.41 *INTERMEDIATE OBJECTIVE*

To administer standards for libraries.

Assumption

Without an up-to-date data base, it is impossible to plan and implement the development and extension of library service in Florida.

1.411 *IMMEDIATE OBJECTIVE*

To complete the revision of "MINIMUM STANDARDS FOR FLORIDA PUBLIC LIBRARIES".

Assumption

An up-dated set of standards for Florida public libraries may give public libraries guidance and a means for comparison in making their own services better.

Criteria

Satisfaction with revised standards by the profession (Ideal = 75%).

Task - *A maximum of three meetings of Florida Standards Revision Committee members and the publication of completed revised standards.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

1.42 *INTERMEDIATE OBJECTIVE*

To administer and regulate state and federal aid to local libraries, as well as aid for cooperative projects among libraries.

Assumption

The state library agency is designated by federal and state law to act as administrator of funds coming to state and local libraries from federal and state sources. The state library agency also has authority to regulate their use within the intent of the law.

1.43 INTERMEDIATE OBJECTIVE

To collect, process, record, analyze, interpret, and report state and local library data.

Assumption

The state library agency should determine whether or not standards are adequate for meeting the needs of users and to what extent libraries are meeting standards.

1.431 IMMEDIATE OBJECTIVE

To disseminate information on conditions, needs and the current status of libraries.

Assumption

Unless information gathered in surveys, studies, etc., is distributed for use by libraries in the state and across the nation, then it will make the work of planning and decision-making more difficult. Information is the means administration has of making wise decisions. Unless the current status, needs and conditions are know, there will be no changing or meeting existing conditions.

Criteria

Number of libraries receiving data, in some form, containing information of library services (Ideal = 100%).

Task - Dissemination of statistics on Florida libraries by means of the Florida Libraries Directory.

Time:	*(Start)*	July 1, 1972	
	(Finish)	June 30, 1977	*LSCA termination*
		June 30, 1978	*State termination*

1.44 INTERMEDIATE OBJECTIVE

To conduct periodic and continuing evaluation of state and local library programs and problems.

Assumption

It would seem highly feasible for one central agency to do evaluation of library services, programs and problems. The results of such evaluation could then be collectively compiled and the results made generally know.

1.441 IMMEDIATE OBJECTIVE

To provide for the initial period of state-wide planning and multi-level evaluation.

Assumption

It will be necessary within the first year of the six-year long-range program to gather and organize a formal data base. It will also be necessary to inform the profession and others about the program. Experimentation with models of evaluation will be done.

Criteria

1. Number of evaluations made annually of some aspect of any given library's service program (Ideal = 1).

2. Percentage of times a given library will receive results of an evaluation of its services (Ideal = 100%).

3. Efficiency of evaluation done by state library agency (Ideal = 2% to 6% of cost of a project).

Task -

1. *Set into motion evaluation mechanism described in this program.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1974

2. *Hold workshops and/or conferences to inform professional and others of planning and evaluation.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

1.442 IMMEDIATE OBJECTIVE

To provide for a year of intensive planning for the improvement of the Florida Long-Range Program.

Assumption

Time was not sufficient to write a long-range program which is fully able to allow for continuous planning, revision and evaluation. This year will be valuable for revision which will improve the document.

Task - Revision of Florida Long-Range Program for its improvement as a workable document.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

1.5 LONG RANGE OBJECTIVE

To provide leadership in establishing a body of state law congenial to the development of total library services of the highest caliber.

1.51 INTERMEDIATE OBJECTIVE

To take the lead in interpreting library service to the government and the public, and in promoting a climate of public opinion.

Assumption

The state library agency may be more effective than individual libraries in providing leadership in public relations to inform the affected parties of the services and needs of the total library complex of the state.

1.511 IMMEDIATE OBJECTIVE

To administer programs for library trustees aimed at advancing the recognition and understanding of trustee responsibilities.

Assumption

The effort of library trustees and friends may be most beneficial in promoting the development and extension of quality library services. It is necessary that they fully understand areas that they may become involved in which could promote library service.

Criteria

1. Number of publications to especially inform trustees and friends (Ideal = 1).

2. Number of workshops, institutes, etc., provided (Ideal = 1 annually).

Task - Friends and trustees workshop and newsletter to friends and trustees

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

ALTERNATIVES

The positive aspect of state library agency coordinating activities is the centralization factor. It may be possible to delegate some functions elsewhere, but centralization would be lost.

STATE-WIDE PUBLIC LIBRARY SYSTEMS DEVELOPMENT

POLICY

1. Public library development grants will be awarded to develop public library service on a county-wide basis or to add a new county to an already established area of service. A county may join with a municipal library either inside or outside its own boundaries and thereby establish service with a library development grant. Either the county or municipality may administer the program.

2. Public library system development planning grants will be awarded to support planning and evaluation for public library systems in Florida.

3. In order to qualify for a public library planning grant or a public library development grant, the library system must agree to meet the terms of library service as specified in the Department of State Administrative Code (Chapter 203).

4. The area served shall have a minimum population of 50,000 according to the latest figures supplied by the Bureau of Economic and Business Research, University of Florida, and local support of at least $50,000. Each participating unit shall provide an amount equal to the yield of 1/2 mil or $1.00 per capita.

5. Consultant services of the Bureau of Library Development, Division of State Library Services, will be used in assessing and guiding public library systems development and improvement.

6. Grants will be a maximum of $50,000 base grant per year based on the federal-state matching ratio plus 10¢ per capita for population above 50,000 and up to 100,000. An additional grant of 10¢ per capita up to a maximum of $10,000 shall be allocated to an existing library system for one year upon the addition of a new county to the system. The total local budget will be used to meet federal matching requirements. This grant is awarded annually for two years.

7. The applicant will employ an administrator qualified in accordance with the standards approved by the Division of State Library Services, prepare a plan of service, including a budget and book selection policy, and review the program annually with a representative of the Division.

8. A state aid grant, Establishment Grants (Florida Statutes, Chapter 257.19) are awarded for one year only to any county joining a regional library, or to two or more counties forming a regional library or to any county contracting with a municipal library having a municipal budget of over $20,000. Limited to $20,000, this grant is equal, and in addition to, the total operating and equalization grants for which the county qualifies.

POLICY -- PUBLIC LIBRARY SYSTEM DEVELOPMENT PLANNING GRANT

1. There must be a delineation of Library Planning and Service Districts by the Secretary of State, with the assistance of the Library Study Commission, the Division of State Library Services, and the Department of Administration, Division of Planning and Budgeting.

2. Upon recommendation of the Library Study Commission and the Division of State Library Services, the Secretary of State shall appoint Library Planning and Service District Boards.

STATE-WIDE PUBLIC LIBRARY SYSTEMS DEVELOPMENT

2 SUBGOAL:

The development of cooperative systems aimed at efficiently providing a full range of library services.

2.1 LONG RANGE OBJECTIVES

To provide quality library service to all residents of Florida through the development and improvement of public library systems with sufficient population bases to economically finance a full range of library services.

Assumption

The state should direct itself toward the establishment, development and improvement of a network of public library systems so that all citizens may have equal access to a full range of library resources. With this principal in mind, the most economical way to provide the best quality service is through systems development. Public library service is expensive and if each community is encouraged to develop library service of its own, unnecessary duplication of staff and materials will result, the quality and quantity of resources will vary from town to town and the cost per taxpayer will be higher.

2.11 INTERMEDIATE OBJECTIVES

To utilize regional resource centers in specific areas of the state to provide a centralized library for access to subject and references resources for all libraries and residents.

Assumption

Resource centers are being developed to serve the subject and reference needs of the population of Florida. These centers will provide professional expertise and library materials not available in all public libraries and in counties where no library system has yet been established. The services available through regional resource center libraries will insure that the informational needs of Florida residents are being met somewhere within a one day roundtrip driving distance of his home.

2.111 IMMEDIATE OBJECTIVES

To provide funding for the planning efforts in support of the development of public library systems in Florida.

Assumption

1. Planning efforts for the establishment of systems of public libraries are crucial if the libraries in Florida are to be effective in carrying out their responsibilities of providing for the informational, educational and recreational needs of the population.

2. Planning efforts for systems development should include a study of the area to be served by a public library system, the best kind of system for the area, an investigation of the needs of an area and resources available to meet those needs. The product of such a planning study should be a recommendation for implementation of public library service for the area.

Criteria

1. Number of plans developed for establishment of library systems.

2. Effectiveness and efficiency of the plan implemented.

2.112 IMMEDIATE OBJECTIVE

To establish broad base public library systems at the rate of two per year that meet the minimum standards of operation as defined in Department of State Administrative Code (Chapter 203).

Assumption

1. There are currently 25 counties in Florida without county-wide public library service. Some of these counties have municipal libraries serving their incorporated area but not the remainder of the county. Some counties do not have a single established library service within the county.

2. The establishment of county-wide systems of library service is crucial in meeting the goals of service for public libraries. Logically, unless there are established libraries through which to provide for the needs of the public, none of the services or programs which are needed and/or demanded will be possible.

3. The services of consultants should be utilized heavily in the establishment and development of systems of public libraries. Consultants from the Division of State Library Services may be used beneficially in the following tasks: surveying existing facilities in a given area, developing plans for county-wide service, interpreting statutes and standards, and establishing good relationships within the system and among the systems. Field visits should be made to provide supportive data and allow the consultant to evaluate the service area, to make recommendations concerning community needs and to assess the ability of an established library system to meet the needs of the population.

Criteria

1. Number of unserved counties establishing broad based public library systems (Ideal - two annually).

2. Increase in number of persons receiving library service.

3. Percentage of user satisfaction as an indication of effectiveness as a result of public library systems development (Ideal - 75%).

Task - Awarding of public library development grants at the rate of three per year to counties establishing library service or going into a system.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

2.113 *IMMEDIATE OBJECTIVE*

To develop the full potential of existing systems through better technology and more efficient management procedures.

Assumption

1. It is necessary to constantly study and evaluate existing operations to determine how well they are performing in meeting the needs of the community. This can be done by surveying existing methods of operations, programs and facilities and then making recommendations for improvement.

2. The services of the consultant staff of the Division of State Library Services may be utilized heavily in the area of improving exisiting library systems, the consultant may be called upon to assist with management problems as well as in specific areas of the public library operation.

Criteria

1. Number of libraries which meet minimum standards for Florida public libraries in terms of books per capita (Ideal = 2 books per capita).

2. Number of libraries that meet minimum standards for Florida public libraries in terms of expenditure per capita (Ideal = $5.00 per capita).

3. Number, by type, of improvements implemented for improved public library service annually:

   (a) operations
   (b) budget
   (c) personnel
   (d) materials
   (e) programs
   (f) facilities

Task - *Consultant services to improve methods and operations used in providing public library service.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

2.114 IMMEDIATE OBJECTIVE

To increase by two a year the number of counties qualifying for state aid.

Assumption

Currently, there are 38 counties qualifying for state aid. These counties have met standards of quality as set by the Department of State Administrative Code (Chapter 203). It is the desire of the Divison of State Library Services that all public libraries in Florida meet these standards of quality.

Criteria

Number of counties qualifying for state aid (Ideal = addition of two counties annually).

Task - *Make available consultant services to promote the meeting of standards for public library service within a county.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

ALTERNATIVE TO PUBLIC LIBRARY SYSTEMS DEVELOPMENT

The alternative to public library systems development and maintenance is to abort systems development. Each library could then develop according to its own support. Since informational needs of all people are growing, this would mean that each community would then need current informational and reference materials with a staff that could assist the user. Since the cost of such library materials is ever increasing, the smaller communities would be able to buy fewer and fewer needed resources. Unequal service will result with residents of smaller communities having far less available to them than residents of larger communities. Financially, all communities will suffer as they face the need to appropriate an ever increasing amount to support the library facility. Consultant services could be concentrated on specialized areas and made available to all public libraries. However, this would necessitate at least three times the number of consultants and supportive secretarial help.

REGIONAL RESOURCE CENTERS

POLICY

1. Regional resource centers should be designated throughout Florida in order that all residents will have access to subject and reference resources.

2. The Department of State, Division of State Library Services, will have the authority to designate public libraries, strategically located to serve the greatest number of people in an area, so that all residents will have access to a regional resource center.

3. A public library designated as a regional resource center should have a collection of no less than 250,000 volumes at the time it is so designated.

4. The facility designated as a regional resource center must meet standards for public library buildings as defined in Minimum Standards for Florida Public Libraries, Pamphlet No. 13, "Small Libraries Project", The Small Library Building, (Library Administration Division, A.L.A., 1962) and Practical Administration of Public Libraries by Joseph L. Wheeler and Herbert Goldhor (Harper, 1962), page 554.

5. The staffing of a public library designated as a regional resource center should meet standards as expressed in Minimum Standards for Florida Public Libraries.

6. The administration and government of a public library designated as a regional resource center must be compatible with the goals and objectives of regional resource center development within Florida.

7. Regional resource center libraries will participate in the interlibrary loan network administered by the Division of State Library Services.

8. Total local budget will be used for matching requirements set by the state library agency.

SUBGOAL

The provision of a network of resource centers throughout Florida which will establish and extend comprehensive resources for the residents of its service area.

3.1 LONG RANGE OBJECTIVE

To provide subject and reference resources at regional resource centers within Florida.

Assumption

1. The aim of regional resource centers is that local public libraries designated as resource centers should broaden their usual resources and services to take on regional responsibilities. They should have financial assistance to meet their regional obligations. These regional centers would be part of the state network of library facilities, and in some cases, might maintain special collections for the whole state on subjects of particular regional importance.

2. The importance of regional resource centers cannot be overemphasized. Without the resource center, library users may have access to local collections for general reading at frequent intervals and to very specialized sources through interlibrary loan at infrequent intervals. They would not have direct access to a subject and reference collection in some depth and to the specialized guidance of professional staff, which, which together constitutes one of the most important kinds of library service.

3.11 INTERMEDIATE OBJECTIVE

Make provision for regional resource centers in appropriate geographical areas of Florida, which will make it possible for any resident to have conventient access to the resource center from his place of residence.

Assumption

In order that regional resource centers may be established which will meet the needs of the entire population of Florida, it is necessary to designate public libraries, strategically located, which will have the resources to serve this function. After resource centers have been designated, it will then be necessary to provide funding which will enable the centers to build collections and services for the residents of the area.

3.111 IMMEDIATE OBJECTIVE

Assess the potential of public libraries where no resource center currently exists for possible designation as a regional resource center.

Assumption

1. The four established regional resource centers do not cover the entire service area of Florida. It is necessary to designate additional resource centers throughout the state in order that there will be regional resource centers to serve every resident, at a distance which enables any serious user to drive to the facility, use it, and return to his home within one day. The candidates for designation as a regional resource centers should be investigated and judged as to potential. New resource centers should be established in areas where none already exists.

2. A candidate for designation as resource center must have in its current collection at least 250,000 volumes, must have facilities capable of providing for addition collections and service responsibilities, staff capable to handle increased service and an administration in sympathy with the aims of regional service.

Criteria

1. Assess the total adequacy of individual public libraries within a region (Ideal = meets minimum standard for Florida public libraries).

2. Assess total resources available in a given location in all types of libraries.

3. Assess potential of public libraries for possible designation as resource center by:

   (a) Accessibility for greatest number of residents.

   (b) Adequacy of facility for expanded collection and service.

   (c) Staff competency in comparison to public library standards for personnel.

   (d) Existing collection in service area in relation to total library function - size, strengths, in-depth collections, weaknesses.

Task - *Evaluation study of libraries in areas not served by existing resource centers by the state.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

3.12 INTERMEDIATE OBJECTIVE

Institute a plan for collection building within established resource centers and prepare a plan for building collections in those centers yet to be established.

Assumption

In order that bibliographic resources may be collected in the most beneficial and economical manner, it will be necessary to prepare a plan for acquisition. Those resource centers already in existence, as well as those yet to be established, should cooperate in acquiring resources that will best meet the needs of their users and the residents of the entire state. Locations for very specialized collections should be selected and acquisition of the special collections should begin.

3.121 IMMEDIATE OBJECTIVE

Evaluate existing resource center collections

Assumption

Four regional resource centers currently exist; Jacksonville Public Library, Miami Public Library, Orlando Public Library and Tampa Public Library. The collections of these four recource centers should be evaluated as to what kinds of materials they are currently acquiring, in what areas the existing collections are weak and strong, what kinds of subject collections are currently in demand and how well the resource centers are meeting the demand.

Criteria

1. Number of volumes in total collection.
2. Number and kinds of in-depth subject collections (Ideal = 50% comprehensiveness in any subject area as compared to bibliographic tools).
3. Strengths in subject and reference collections to be determined by comparison with bibliographic tools in the subject or reference area (Ideal = 50% comprehensiveness).
4. Weaknessess in subject and reference collections to be determined by comparison with bibliographic tools in the subject or reference area (Weakness = less than 50% comprehensiveness).

Time: *(Start)* July 1, 1972
(Finish) June 30, 1974

3.13 INTERMEDIATE OBJECTIVE

Strengthen interlibrary cooperation between libraries of all types to utilize the total resource potential for the greatest number of persons in a given area.

Assumption

The best use of subject and reference resources available within any given area of the state will be made only if there is interlibrary cooperation. Libraries of all types within a service area should be willing to share resources of use to the residents of the area. Useful interlibrary cooperation will be stimulated by LSCA Title III funds.

3.131 IMMEDIATE OBJECTIVES

To begin a program of informing users and potential users in areas where regional resource centers exist, as to what services are available to them through the resource center.

Assumption

Unless the residents of an area are made aware of the resources available to them through the regional resource center, then obviously the effectiveness of such centers will be negligible. Educating the public to the services and resources must be a part of the overall program of a regional resource center.

Criteria

1. Number of users before an information program.
2. Increase in usage of reference services.
3. Increase in circulation.
4. Increase in interlibrary loan requests.
5. Increase in demand in specialized subject areas.

Task - *Public information program about regional resource centers.*

Time: *(Start)* July 1, 1972
July 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

ALTERNATIVE

The informational needs of Florida residents could be met with some degree of effectiveness by the interlibrary loan network, administered by the Division of State Library Services. If the leadership to coordinate the individual collections and develop an interlibrary loan network is not assumed by the Division of State Library Services, the informational needs of the Florida residents will have to be satisfied by those libraries in his immediate area. He will be able to get more materials if he lives near a large library, less if he lives in a rural area. A program of regional resource center libraries insures equal access to materials in every part of the state.

BOOK PROCESSING

POLICY

1. All state institution and public libraries and libraries for the physically handicapped are eligible to participate in the Division of State Library Services, Bureau of Book Processing.

2. The Division of State Library Services, Bureau of Book Processing, will perform the following services for member libraries:

   (a) ordering of books

   (b) checking invoices

   (c) classification

   (d) cataloging

   (e) processing

   (f) shipping

   (g) billing for processing books

   (h) provide forms

PROCEDURE

1. Contract will be made between the Division of State Library Services, Bureau of Book Processing, and member libraries. Contracts will be renewed annually.

2. Procedures to be followed by the Bureau of Book Processing in providing its services are outlined in the printed handbook entitled "Handbook for Member Libraries".

4 SUBGOAL

The provision of fast and efficient centralized processing in order to relieve state institution and public libraries and libraries for the physically handicapped from administering technical service units.

4.1 LONG RANGE OBJECTIVE

To provide centralized book processing which would adequately serve state institution and public libraries and libraries for the physically handicapped of all sizes.

Assumption

Centralized book processing would enable libraries for the handicapped, state institutions and public libraries to free personnel and space from technical processing and devote them to public services. If a book processing center could adequately meet the processing needs of libraries of all sizes then a valuable service would be rendered by centralized processing. It would save local libraries time, money, space and personnel.

4.11 INTERMEDIATE OBJECTIVE

To determine if the existing centralized book processing operation meets the stated goal and whether alternative methods of operation should be investigated.

Assumption

If the existing centralized book processing operation does not prove to be fast and efficient, as well as meeting the needs of participating libraries, then alternate methods of operation should be investigated. Satisfying the processing needs of users is the goal. Unless these needs are met, libraries will not use centralized book processing and will have to maintain technical processing units within their own quarters.

4.111 IMMEDIATE OBJECTIVE

To maintain continuous planning and evaluation of centralized book processing in cooperation with libraries to insure their processing demands are being met.

Assumption

Constant planning and evaluation should be done with library participants in centralized book processing. With this planning and evaluation, it should be possible to discover better means of giving service to more completely meet the needs of participants.

Criteria

1. Percentage of local library's book budget spent on materials centrally processed (Ideal = 50%).

2. Increase in public and state institution library participation annually (Ideal = 6).

3. Percentage of user satisfaction of total centralized processing services. (Ideal = based on criteria set by individual library participants).

Task - Meetings and correspondence with book processing center participants concerning processing needs and satisfaction.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

4.112 IMMEDIATE OBJECTIVE

To maintain continuous planning and evaluation of management procedures and methods of operation to insure maximum efficiency.

Assumption

A new method of management and operation has been instituted for the Bureau of Book Processing, Division of State Library Services. It will be necessary now to test these new methods to insure that service will be given with the greatest efficiency. Review should be continuous.

Criteria

1. Cost per volume processed (Ideal = $1.10).
2. Efficiency of centralized book processing (Ideal = selfsustaining operation).
3. Increase in number of volumes processed annually (Ideal = 10% up to 100,000 volumes; 5% after 100,000 volumes).
4. Time lag between order date and mailing to participating library (Ideal = 8 weeks).

Task - To thoroughly study methods of operation of Bureau of Book Processing.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

ALTERNATIVES

1. The alternative to centralized book processing is to provide for processing at the local level. The aim of any centralized processing operation is to free individual librarians from technical processing tasks so they serve their taxpayers better. Without a central processing operation, local public libraries will be forced to either use commerical processing supplied by jobbers or do their own processing in house.
2. Complete automation is an alternative to the system currently proposed. It assumes that the level of operation is high and that it is constantly increasing. Due to the recent decline in output of the existing book processing operation, this plan for automation was rejected until such time as the output is greater and there is assurance of constant increase in workload.

STATE-WIDE LIBRARY PROGRAMS DEVELOPMENT

POLICY

Policy statements will precede individual sub-sections of the state-wide Library Programs Development Section where necessary.

5 thru 11 SUBGOAL

The development within state institution and public libraries of operational formats designed to increase library use by the public and special identifiable groups.

LIBRARY SERVICES TO IDENTIFIED SPECIAL CLIENTELE - INCLUDES ECONOMICALLY AND CULTURALLY DISADVANTAGED INDIVIDUALS, MINORITY GROUPS, MIGRANTS, LINGUISTICALLY DISADVANTAGED AND ILLITERATES

5.1 LONG RANGE OBJECTIVE

To make library users of non-users.

Assumption

The library is an educational institution (encompassing personnel, service and materials) capable of imparting information which could improve, enrich and change the lives of users. The public library is unique educationally in that it addresses itself to all educational levels with no educational prerequisites. It has the broadest educational franchise of any institution.

5.11 INTERMEDIATE OBJECTIVE

To insure the ability of the disadvantaged population to use the resources of the library.

Assumption

In Florida, according to the 1960 Census, there are an estimated 92,000 illiterates (i.e. people who have no ability to read or write). There are no estimates on the number of functional illiterates (i.e. people who cannot read and write beyond the fourth grade level). There are no figures available to show how many people do not understand the organization of materials or who do not realize that libraries and the resources of the library are at their disposal as a free public service, but there is considerable evidence that this number is quite large.

5.111 *IMMEDIATE OBJECTIVE*

1. *To provide materials for particular cultural interests - including materials in the predominant second language, e.g. Spanish.*

2. *To provide materials of general current interest - newspapers, periodicals, best sellers, popular children and young people selections.*

3. *To provide materials to stimulate reading skills.*

4. *To provide materials in all of these areas in a variety of formats - the book not necessarily being predominant - such as films, records, posters, pictures, pamphlets, periodicals, paperbacks, ephemeral types of materials, etc.*

Assumption

1. The special interests and needs and the expressed concern of any group of patrons should be the primary focal point for a collection of materials. But it should be remembered that this population does not feel the same reverence for the book as do some middleclass segments. Furthermore, attitudes toward property seem to be more casual. For that reason, non-print materials may be more popular and materials which are expendable will call for fewer control measures.

2. Materials to stimulate reading skills must speak of the situation of the person involved, must not be condescending should be interesting or useful, as: job materials, application forms, how-to materials, government materials explaining benefits for which population is eligible, ethnic newspapers, large-print well illustrated books and pamphlets, controlled vocabulary, easy to read books, swiftly paced, action-oriented fiction. They should be selected with several groups in mind: beginning adult readers, undereducated adults, below-level young people, hard-to-teach children, in all cases being particularly cognizant of content and style.

Criteria

1. Percentage of inclusion of different kinds of material useful in serving the disadvantaged, classified by format and content (Ideal = 100%).

2. Circulation figures for each category of 1., as an indication of usefulness and also of satisfaction for the patron.

Task - *The provisions of LSCA Title I grants which will enable public libraries to purchase materials suitable for use with special clientele.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

5.12 *INTERMEDIATE OBJECTIVE*

To motivate the disadvantaged population to want to use the library and its resources.

Assumption

Though literate, many people in disadvantaged situations do not think of the library as an institution able to satisfy the educational, informational and recreational needs of the individual.

5.121 *IMMEDIATE OBJECTIVE*

1. *To provide in every disadvantaged area listed in the Basic State Plan at least one person with skills in reading techniques and/or selection of special materials for illiterates.*

2. *To provide in every disadvantaged area listed in the Basic State Plan at least one staff member with background in understanding the social forces which shape the attitudes and achievements of the disadvantaged.*

3. *To delegate to a staff member responsibility for coordination of activities with other social agencies.*

4. *To include in any library service for the disadvantaged indigenous personnel both full-time and-part-time.*

Assumption

Personnel who work with the disadvantaged need skills not normally acquired in library school, such as: work in reading and selection of materials to support a reading procedure; training in understanding the complexities of the social milieu; understanding of the interrelatedness of social agencies serving the disadvantaged; and the ability to establish the rapport necessary for a congenial, supportive atmosphere. The disadvantaged are different in terms of attitudes and expectations from main-stream America. These differences need to be understood. Indeed, they form the basis for successful service, including indigenous persons on local library boards to advise on programs and services.

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Criteria

1. Number of disadvantaged areas having personnel working with the disadvantaged. (Ideal = 100%)

2. Number of personnel in each area with specified characteristics.

3. In-service training for work with disadvantaged measured by the number of workshops, release time courses or comparable activity.

4. Number of social agencies with which library is engaged in cooperative activities. (Ideal = the total number of social agencies serving disadvantaged in a given location.)

Task - *Provision of personnel in each project designed to serve special clientele with the basic understanding and expertise stated in immediate objectives.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

5.122 *IMMEDIATE OBJECTIVE*

1. *To instigate, support, and cooperate with other agencies in programs which will increase and improve literacy: tutorial groups, one to one reading methods, classes in reading, and cooperation with other agencies in other types of programming to meet specified needs.*

2. *To sponsor and initiate programs which would draw children and young people to the library: interpretive dance, creative dramatics, story hours, record hops, film festivals, writing groups...*

3. *To provide programs for adults which would meet community needs as well as an individual's search for information, such as: information on city planning and zoning; school board activities; social security; medicare; job opportunities; tax services, help in filling out forms; areas of interests, sports, home and family, how-to-cook, saw, repair an auto...*

4. *To devise methods of explaining the organization of the library, the function of the reference room, the catalogue system, the services available (general how-to-use-the-library information).*

5. *To widely publicize the mark of the library within the community.*

Assumption

The programs of a library, along with the personnel, are generally the most potent instruments for generating interest. They must appeal to people's right to determine their own goals and objectives; their right to knowledge; and their right to their own culture. The library must shape its programs in an effort to honor these rights. In addition, it should cooperate with community agencies to avoid duplication of effort and to reach a wider audience; should be sensitive to areas of needed service; should be aware that the contents and activities of the library are often viewed with suspicion or ignored entirely; should realize that most of the population do not see any relation between stereotyped library activity and their everyday needs and problems. The library must take the initiative to make the population aware of its function as a major distribution point of information and service. Community residents should be involved in program planning in order to attract residents to use the services and provide an outlet for special abilities.

Criteria

1. Number and type of activities jointly sponsored by the library and other social agencies as an indication of cooperative effort.

2. Percentage of user satisfaction with programs for children and young people. (Ideal = 75%)

3. Percentage of user satisfaction with programs for adults. (Ideal = 75%)

4. Types of programs in each of the above categories as a measure of quality.

5. Percentage of effectiveness of activities which help explain the services of the library. (Ideal = 100%)

6. Attendance figures at programs in comparison with total population served. (Ideal = constant increase)

7. Measurement of circulation figures after subject-oriented programs. (Ideal = constant increase)

8. Effectiveness of publicity regarding the library as measured by increase use of services. (Ideal = constant increase)

9. Measurement of increase/decrease in service function (such as reference, reserve books, use of special collections) as time progresses. (Ideal = increase in service function)

Task - *Provision of LSCA Title I grants to enable public libraries to offer programs to special clientele.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

5.13 INTERMEDIATE OBJECTIVE

To provide library services and materials that are highly accessible, usable and relevant.

Assumption

Much of the disadvantaged population are confined to certain geographic pockets either because of occupational status, housing patterns or discriminatory practices. Because they are largely kept in these pockets by poverty inertia and governmental action, it is essential that libraries assume the initiative to make their services easily available.

5.131 IMMEDIATE OBJECTIVE

1. *To provide physical facilities that are inviting, comfortable, open and convenient, not necessarily a library building.*
2. *To offer the resources and facilities of the library to existing agencies already working with the disadvantaged. (Both the administration and their clients)*
3. *To arrange and group materials to meet specified interests and needs of clients. Provide access to TV and radio.*
4. *To provide flexible staffing and hours and to avoid rigid rules and regulations.*
5. *To physically move library programs and services into the community, e.g. collections in local gathering places, pushcarts, vans, radios and TV programs, community centers.*

Assumption

The tendency of the library to function as a bureaucratic organization and to safeguard itself behind imposing structures tends to intimidate a group whose main contact with officialdom has been frought with frustration. The library must not be above the people but of the people at the same time that it provides a pleasant environment. The goal is supportive and relaxed atmosphere.

Criteria

1. Daily attendance in library headquarters as compared to total population to be served. (Ideal = constant increase)

2. Public opinion regarding the comfort and convenience of facility, also some rating of the general atmosphere as a measure of quality.

3. Number of other agencies using library facilities. (Ideal = total number of social agencies serving the disadvantaged in a given location)

4. Types of use made of the library by other agencies. (Ideal = programs relevant to the needs of the disadvantaged)

5. User satisfaction with "special interest" collections by type. (Ideal = greater satisfaction with more relevant collections)

6. Number of hours open. (Ideal = 40 hours per week)

7. Ways library service is rendered on "off" hours as a measure of quality.

8. User satisfaction with activities conducted away from the main library facility as compared to activities conducted at the main library as an indication of effectiveness.

Task - *The modification of existing facilities and staffing to assure accessibility to special clientele as well as taking resources by use of mobile units to areas with heavy-concentrations of target population.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

NOTE: While the effectiveness of programs and services for the disadvantaged will be revealed by numbers of persons attracted to them, the reactions of affected individuals, their own evaluations and case histories will be a more significant measurement of effectiveness than usual library tools of circulation, attendance, etc. The very experimental nature of disadvantaged projects beyond traditional methods will necessitate new methods of evaluation which in some cases can best be evaluated on a long range basis incorporating sociological studies of total community and inter-agency impact on target populations.

LIBRARY SERVICE TO STATE INSTITUTIONS

POLICIES

1. The library program for the state institutions of Florida will be planned and directed by the Department of State, Division of State Library Services, through the consultant responsible for library service to institutions. The consultant will work cooperatively with the Divisions responsible for institutions and with the institutions in developing and improving the library programs.

2. A state institution is defined as one which receives as much as 50% of its support from General Revenue Funds, or is under state administrative control or jurisdiction and receives General Revenue Funds, or is operated by a department of the state government.

3. The amount of federal, state and local funds to be expended for library services to state institutions will not be less than those expended during the fiscal year ending June 30, 1971.

6 SUBGOAL

The development within state institution and public libraries of operational formats designed to increase library use by the public and special indentifiable groups.

6.1 LONG RANGE OBJECTIVE

To establish, improve and extend library service for residents of state institutions.

Assumption

1. Library service in institutions can meet several needs of the residents. It can satisfy informational, recreational, educational, and therapeutic requirements. Because of the library's ability to meet these needs, no institution of any size should exist without a library program to reinforce its goals.

2. There are now at least three large institutions in Florida that can be classified as having no library service. There are a number of half-way institutions and community-centered institutions which have recently been built and plans for the state call for more to be established. The residents of these institutions do not have the same needs for library service as the residents of the major institutions, but they do need library service adapted to their situations. Population growth over the next six years will necessitate also the construction of some new institutions which will require the establishment of libraries.

3. There are now twenty-three major state institutions providing inadequate library service for their residents. A recent survey conducted of the major institutions revealed a total of 166,428 volumes in the libraries with only $276,577 expended for library service, which included salaries. It must be assumed that a large number of the volumes reported were donated to the institutions and, on the whole, are not desirable for the institution setting. Many should be discarded and replaced with new volumes selected to meet the needs of the residents.

6.11 INTERMEDIATE OBJECTIVE

To provide collections of print materials which will meet the library needs of institutions.

Assumption

1. None of the state institutions in Florida meet the library needs of their patrons in terms of providing print materials. It is not reasonable to think that a good collection can be built from donated materials. Yet many of the collections in institution libraries have been formed by this method because of lack of funds with which to purchase materials.
2. It is recommended that the book collection be composed of current book titles with duplicates of the most popular titles. Standard titles in fiction and non-fiction should be included. Books in foreign languages should be provided when there are residents who require them. Books should be selected primarily from the standpoint of readers' needs and abilities, including consideration of appropriate format for different age groups. Books in large print, of high-interest, low-reading level type, and in paperback format should be given particular consideration. Materials dealing with vocational and avocational subjects should also be included. Pamphlet and ephemeral materials on all subjects should be provided.
3. It is recommended that the institution library provide for its patrons a selection of current and popular periodicals in sufficient quantity to satisfy their needs. There should also be provided representative newspapers, including foreign language ones as required by the resident population.

6.111 IMMEDIATE OBJECTIVE

To purchase print materials necessary to establish initial collections in institutions and to improve inadequate collections in established libraries in institutions.

Assumptions

1. No library - institution, public, academic, special - can offer adequate service without a basic print collection of well-selected materials. This print collection should be selected with the needs of the particular patrons it will serve in mind and should be in the format they can best use.

2. Current and popular periodicals are an integral part of a print collection and are basic to good library service. It is assumed that no collection should have less than 75-100 titles. At least five different newspapers should be received. The subscriptions should be in sufficient quantity to satisfy the number of residents in the institution. Ephemeral material such as pictures, posters and pamphlets should also be acquired.

Criteria

1. Minimum print collection within each state institution (Ideal = 6,000 well-selected volumes with at least ten books per resident). Well-selected volumes are those which meet the needs of the residents.

2. Minimum print collection for institutions with large groups of long-term residents (Ideal = 15 or more volumes per resident).

3. Quality of collections as measured by containing the following types of print materials, where appropriate:

   (a) current and standard fiction

   (b) current and standard nonfiction

   (c) reference materials, including legal materials

   (d) large print materials

   (e) paperbacks

   (f) high-interest, low-reading level materials

   (g) foreign language materials

   (h) vocational and avocational materials

   (i) drug materials

   (j) Black literature

   (k) picture books

4. Collections in institutions for the deaf with school programs should meet standards set by Standards Committee for Library - Media Centers in schools for the deaf (Ideal = 10,000-15,000 books minimum serving 250 students, below 250 students, 6,000-10,000 books).

5. Institutions serving juvenile populations of 250 or more should meet standards set forth in Standards for School Media Program (Ideal = 6,000-10,000 titles representing 10,000 volumes or 20 volumes per student).

6. Number of periodicals in institutions (Ideal = minimum of 75 periodicals and six newspaper titles).

7. Percentage of user satisfaction with print collection (Ideal = 75%).

Tasks -

1. *Provide LSCA Title I grants to state institutions without library service for the establishment of print collections.*

2. *Encourage institutions without library services to make provision in their state budgets and through grants from other federal sources for the allocation of funds for print materials to establish a library.*

   Time: *(Start)* July 1, 1972
   (Finish) June 30, 1977 *LSCA termination*
   June 30, 1978 *State termination*

3. *Provide LSCA Title I grants to state institutions having inadequate collections to improve their print collections.*

4. *Encourage institutions with inadequate library budgets to increase their state allocations for print materials and to seek funds from other federal sources which could be used to purchase print materials.*

   Time: *(Start)* July 1, 1972
   (Finish) June 30, 1977 *LSCA termination*
   June 30, 1978 *State termination*

6.12 INTERMEDIATE OBJECTIVE

To provide audio-visual materials which will meet the needs of institutions.

Assumption

The institution library should be a multi-media facility. It is recommended that the library should include in its collections such audio-visual media as films, filmstrips, slides, video tapes, records, cassettes, audio tapes, etc., and the appropriate equipment. The amount and types of audio-visual material which are necessary for good service will vary according to the needs of the different institutions.

6.121 IMMEDIATE OBJECTIVE

To purchase audio-visual materials and equipment to meet the minimum library needs of institutions.

Assumption

All of the institution libraries in Florida are inadequate in providing audio-visual materials and equipment for their patrons. It is assumed that until the libraries acquire a minimum of these materials and equipment they cannot provide adequate service. It is also assumed that no library should be established without a minimum of these audio-visual materials.

Criteria

1. Basic collection of recordings in each institution (Ideal = 1 disc or audio tape per each ten residents, but no less than 100 discs and tapes).

2. Recordings collections in institutions serving juvenile populations of 250 or more with school programs should meet standards set forth in Standards for School Media Programs (Ideal = 1,000-2,000 titles representing 3,000 records or tapes or six per student, whichever is greater).

3. Filmstrip collection meeting standards set forth in Standards for Library - Media Centers in Schools for Deaf (Ideal = 2 filmstrips per student).

4. Filmstrip collection in institutions serving juveniles with 250 or more students in a school program should meet Standards for School Media Programs (Ideal = 500-1,000 titles representing 1,000 prints or three prints per student).

5. Indicator of quality will be collections of audio-visual materials in forms other than recordings, audio tapes and filmstrips.

6. User satisfaction with audio-visual collection (Ideal = 75%).

Task -

1. *Provide LSCA Title I grants to state institutions for the purpose of acquiring audio-visual materials and equipment for the libraries in sufficient quantity to meet their needs.*

2. *Encourage institutions to make provisions in their state budgets for the purchase of audio-visual materials and equipment for the library programs.*

3. *Encourage institutions to seek other federal sources for audio-visual equipment and materials for their libraries.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

6.13 INTERMEDIATE OBJECTIVE

To provide equipment necessary to provide a well-functioning library facility within institutions.

Assumption

1. To function properly a library needs to be well-equipped. There must be appropriate library furniture, ample shelving for books and other materials, proper cabinets for various uses, periodical stands, etc. It is unreasonable to assume that a library can function well without such equipment. There are many libraries in state institutions without such equipment.

2. In many institutions the equipment, including furniture, is old and depressing although it is serviceable. It impedes the development of a cheerful, bright atmosphere, which is important for an institution library. In an institution the library should be the one place a resident can come to escape the institution environment and its restrictions.

6.131 IMMEDIATE OBJECTIVE

To purchase equipment necessary to provide functioning library facilities in institutions.

Assumption

1. Libraries which are being established need certain basic equipment. Libraries which are providing service without proper equipment need that equipment which will allow them to function properly. In many institutions the equipment, including library furniture, is old and depressing although it is serviceable. It impedes the development of a cheerful, bright, atmosphere, which is important for an institution library.

2. It is assumed that all institution libraries need basic equipment in order to provide adequate service and that those without it should have it. It is assumed that basic equipment includes the following:

   shevling, cabinets, charging desk, booktrucks, atlas and dictionary stands, newspaper racks, office furniture, informal furniture, typewriter, etc.

   Again, the various institutions will have some different equipment needs.

Criteria

The furnishings and equipment for the library should contribute to the effectiveness of the library program and provide a comfortable and inviting environment. Furniture should be selected for attractiveness, durability, comfort and ease of maintenance. The types of machinery and equipment will vary depending or the service program.

Task -

1. *Provide LSCA Title I grants to state institutions for the purpose of acquiring proper library equipment for their libraries.*

2. *Encourage state institutions to increase their budgets to allow for the purchase of library equipment as needed.*

Time: *(Start)* July 1, 1972
(Finish) June 30,1977 *LSCA termination*
June 30,1978 *State termination*

6.14 INTERMEDIATE OBJECTIVE

To provide sufficient personnel necessary to provide good library service in institutions.

Assumption.

1. The most important aspect of any library program is the personnel involved in its administration. This is especially true with institution libraries. The majority of institution libraries in the state are not only understaffed but are also staffed by personnel untrained in library science. There are presently ten institutions which have positions for professional librarians. Two of these are filled by professional librarians. It is assumed

that the institution libraries should be directed by a professional librarian. However, there is difficulty in attracting librarians to institutions. Because of this, in some institutions it has been necessary to take institution personnel with suitable education and make them responsible for the library. In other instances, persons with a B. S. in Library Science have been employed. Then in some institutions the libraries are directed by people in such positions as clerks and aides. Finally, a few institutions have not designated anyone to work wholly in the library.

2. All institution libraries need to improve their staffing in order to provide good library service. In some institutions the need is for an additional person to help the librarian; in others, it is the need to hire a librarian to direct the library. One professional librarian serving as a coordinator of library services for each division of state institutions would be effective in planning, developing, coordinating and guiding continuing and effective library services for the institutions in the respective divisions; this coordinator would work with the professional librarians in his various institutions in directing the library progress within the division and with the Consultant for Institution Libraries of the Florida State Library.

6.141 IMMEDIATE OBJECTIVE

To provide professional or trained librarians to direct and administer libraries in institutions.

Assumption

For libraries to assume their important role as an integral part of the institution, they must be organized and directed by a person knowledgeable in library science. It takes such a person to work with the other departments of the institution in planning and realizing the library's contribution to institution's goal. It is assumed that the best person, in most cases, is a professional librarian or a person certified in library science.

Criteria

1. Number of professional libraries in institutions with population up to 1,000 residents (Ideal = 1).

2. Number of professional librarians in institutions with population of 1,000-2,000 residents (Ideal = one professional librarian and one library aide).

3. Number of professional librarians in institutions with population from 2,000-3,500 residents (Ideal = one professional librarian and two library aides).

4. Number of professional librarians in institutions with population of over 3,500 residents (Ideal = one professional librarian, one professional library assistant and two library aides).

Tasks - *Encourage state institutions to add a professional librarian position to their staff. Priority projects for LSCA Title I grants to state institutions will be those administered by qualified librarians.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

ALTERNATIVES

1. The direct responsibility for library service in each institution would be assumed by the Division of State Library Services. The libraries in institutions would be staffed, supplied with materials, and operated by the Division. The institution would be required to contribute only the library facility.

2. The direct responsibility for library service in institutions would be assumed by the Division of State Library Services who would contract for the service through local public libraries.

3. The Division of State Library Services would initially establish and staff the library in each institution and withdraw its support once the library was operating well. The institution would then assume responsibility for the operation and further development of the library program.

The alternatives were not selected because they do not provide the requisite of personal involvement on the part of institutions.

It is assumed that stronger library programs within institutions will be effected if the institutions have the direct responsibility for establishing, maintaining, and improving the library services within their confines. The Division of State Library Services prefers to take as its role one that allows it to promote and aid in the development and expansion of libraries in institutions, a leadership role, rather than a provider one.

LIBRARY SERVICE TO THE PHYSICALLY HANDICAPPED

POLICY

1. The library program for the blind and physically handicapped will be planned and implemented by the Department of State, Division of State Library Services, through the consultant responsible for library service to the blind and physically handicapped and the Talking Book Library through the regional librarian.

2. All public or other nonprofit libraries, agencies or organizations are eligible to participate in the program.

3. The Talking Book Library and other participating agencies in their agreements with the Department of State, Division of State Library Services will provide assurances that the funds expended from state and local sources will not be less than those funds expended for library services to the physically handicapped during the fiscal year ending June 30, 1971.

4. The amount of federal funds to be expended for library services to the physically handicapped will not be less than those expended during the fiscal year ending June 30, 1971.

5. The state library agency will use as criteria for developing, improving and expanding library services to the blind and physically handicapped Standards for Library Services for the Blind and Visually Handicapped, American Library Association, Chicago, 1967.

6. Grants to public libraries who participate in the subregional library program for the blind and physically handicapped will receive no less than $3,000 federal funds the first year of their participation, $2,000 the second year of their participation, $1,000 the third year of their participation. Assurance will be made by the public library that it will assume funding responsibility the fourth year.

7 SUBGOAL

The development within state institution and public libraries of operational formats designed to increase library use by the public and special identifiable groups.

7.1 LONG RANGE OBJECTIVE

To coordinate the efforts of all nonprofit agencies, public libraries, and the regional library for the physically handicapped in providing library service for the handicapped.

Assumption

To provide good library service to the handicapped residents of the state, including the blind and visually impared requires the cooperation of all those public agencies who work directly or indirectly with them. A major difficulty with the library program for this special clientele is making those eligible for service aware that the service exists. According to estimates published by the National Institute of Neurological Diseases and Stroke, 247,580 Florida residents were potentially eligible for Talking Book Service in 1968, including 13,000 blind, 167,000 visually impared, and 67,580 physically handicapped individuals. Yet in 1970-1971, the Florida regional library for the blind and physically handicapped served only 5,115 patrons. It must be assumed that a reason for this is that they do not know it is available. By coordinating the efforts of all agencies who come into contact with the handicapped with the Talking Book Library at Daytona Beach, the Florida regional library for the blind and physically handicapped, in publicizing library service for them, it is assumed that the majority of the handicapped will be made aware of the service and avail themselves of it.

7.11 INTERMEDIATE OBJECTIVE

To promote the participation of all nonprofit agencies working with the blind and physically handicapped in making these people aware of library services available for them.

Assumption

There are many state and local agencies which are involved with the handicapped. Such groups as the Easter Seal Society, the Governor's Committee on the Handicapped, the Council on Aging, etc., are in daily contact with the people who are eligible for library service for the handicapped. So are such groups as ophthalmologist, ministers, and Lion's Clubs involved with these people.

7.111 IMMEDIATE OBJECTIVE

To identify those nonprofit agencies working with the handicapped.

Assumption

There are many agencies and groups who either work directly with the handicapped or come into contact with them. It is necessary to identify these groups on a state basis as well as on a local one before a plan can be made to contact them.

Criteria

Completion of task as stated in objective.

Tasks - *As stated in the objective.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

7.112 IMMEDIATE OBJECTIVE

To develop a plan of action to result in a coordinated effort between the regional library for the handicapped and nonprofit agencies in promoting library service for the handicapped.

Assumption

To effectively promote the library service for the handicapped there must be a detailed plan to follow. This plan must describe a logical sequence of efforts by the regional library and those groups identified as ones who have the potential of reaching the handicapped.

Criteria

1. Development of a plan.

2. Effectiveness of the implemented plan in coordinating efforts of all agencies in promoting library service for the handicapped (Ideal = 100%).

Task - *As stated in the objective.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

7.12 INTERMEDIATE OBJECTIVE

To expand library service provided by the state regional library for the blind and physically handicapped so that it can meet the needs of its patrons.

Assumption

The Talking Book Library at Daytona Beach presently circulates only those materials provided by the Division for the Blind and Physically Handicapped of the Library of Congress. This is a minimum service. Other services and materials which would be offered include the following:

1. those library materials necessary to meet the special interests and needs of Florida residents,

2. those library materials produced commercially that are available in quality and formats usable by and of use to the handicapped,

3. information and reader guidance services,

4. consultant service on reading resources for handicapped persons to agencies, institutions, and professional workers in contact with such persons.

It is assumed that by offering these additional materials and services the library can better meet the needs of its patrons.

7.121 IMMEDIATE OBJECTIVE

To expand the cassette program of the Talking Book Library.

Assumption

The cassette program is a relatively new one for the Talking Book Library. However, it is a popular one and needs to be expanded. The Library of Congress provides a title on a cassette and the regional library duplicates the title to meet the needs of its readers. Because of limited duplicating equipment and blank cassettes, the Talking Book Library has not been able to meet the requests of its patrons. The library should be able to provide the number of cassettes requested. The library needs to buy commercially produced cassettes in order to offer a greater selection of titles.

Criteria

Provision of adequate number of cassettes (Ideal = Six titles per cassette reader and four copies of each title).

Task - Provide LSCA Title I grant to the Talking Book Library at Daytona Beach for the expansion of the cassette program.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1974

7.122 IMMEDIATE OBJECTIVE

To offer a complete reference service through the Talking Book Library.

Assumption

The handicapped person who has a reference question should be able to call or write the Talking Book Library for assistance. If it is a short question such as, "Who is my Congressman, and what is his address?" this type service can be provided by his public library; however, if detailed information is needed, the public library can provide only printed material. The Talking Book Library could provide the material in a format the reader can use, such as on tape.

Criteria

Percentage of reference questions answered. (Ideal = 80%)

Task - *Provide LSCA Title I grant to the Talking Book Library at Daytona Beach for making available a reference service for its patrons.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

7.123 IMMEDIATE OBJECTIVE

To provide commercial materials suitable for the handicapped which are not provided by the Library of Congress.

Assumption

The Library of Congress presently provides the Talking Books and cassettes distributed by the Talking Book Library. There are available commercially produced large print materials, cassettes and records which would enlarge the selection for the patrons. It is assumed that the service would be improved through the provision of these other materials.

Criteria

Acquisition of commercially produced library (Ideal = Quantity to meet demand).

Tasks - *Provide LSCA Title I grant to the Talking Book Library at Daytona Beach for the purchase of commercial materials.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

7.124 IMMEDIATE OBJECTIVE

To improve communication between library patrons and the Talking Book Library.

Assumption

Because the Talking Book Library is a library which serves all of the state's handicapped readers most of the communication between library and patron is through the mail. If a patron can afford it, he will sometimes call long-distance to make known his request or to discuss his problem. It is assumed that the communication problem would be greatly improved by a WATS line. It would provide the personal aspect of library service presently not available on a large scale and also improve library-patron relationships because many matters could be handled quickly through a telephone conversation.

Criteria

1. Acquisition of an In and Out WATS line.

2. Percentage of user satisfaction with WATS line (Ideal = 75%).

3. Regular publication of newsletter.

Task -

1. *A WATS line will be installed at the Talking Book Library so that patrons may call the library.*

2. *The Talking Book Library will publish a newsletter on a regular basis.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

7.125 IMMEDIATE OBJECTIVE

To develop a collection of Florida materials at the Talking Book Library.

Assumption

It is recommended that the regional library provide those library materials necessary to meet the special interests and needs of its own area (state and local histories, regional biographies, folklore, special industrial interests, etc.). The Library of Congress does not provide these special interest materials for the states so it is the responsibility of the regional libraries.

Criteria

1. Acquisition of a Florida collection.

2. Percentage of user satisfaction with the collection (Ideal = 75%).

Task - Provide LSCA Title I grant to the Talking Book Library at Daytona Beach for materials and services necessary to provide a collection of Florida materials.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

7.13 INTERMEDIATE OBJECTIVE

To promote the active participation of public libraries in the provision of library services to the handicapped.

Assumption

1. The local public library should be involved in providing service to the handicapped residents at the same level as for all readers. The Talking Book Library provides the primary resources for accomplishing this. The public library should be fully informed about state resources and services, should draw on them as needed, and should exert its best efforts to put handicapped persons in contact with them.

2. In the metropolitan areas where there are heavy concentrations of handicapped readers, subregional libraries for the handicapped have been recommended as a part of the public library. These subregionals would provide local service and make it possible to offer more personal attention to the handicapped.

7.131 IMMEDIATE OBJECTIVE

To establish subregional libraries in metropolitan areas.

Assumption

A subregional library is a public library working in cooperation with its state's regional library for the blind and physically handicapped and providing many of the services of the regional library. The subregional library constitutes a positive step toward the realization of the concept that as a user of conventional print has most of his reading and informational needs readily available at one convenient nearby stop, a person unable to use conventional print should have the same kind of service. The public library may provide many of the services of the regional library.

Criteria

1. Establishment of subregional libraries in areas serving at least 250 blind or physically handicapped persons (Ideal = 100%).

2. Establishment of six subregional libraries within first year of project.

3. Listed are areas heavily populated with Talking Book readers. They should receive first priority for establishment of subregional libraries (Ideal = six established subregionals in a given location):

   (a) Sarasota, Palmetto
   (b) Miami
   (c) Fort Lauderdale
   (d) St. Petersburg
   (e) Jacksonville
   (f) Tampa
   (g) West Palm Beach
   (h) Orlando
   (i) Titusville
   (j) Pensacola
   (k) Lakeland
   (l) Fort Myers
   (m) Tallahassee

Task - *Provide LSCA Title I grants to public libraries whose service area includes large numbers of Talking Book readers for their role as sub-regional libraries of the Talking Book Library.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 **LSCA termination**
June 30, 1978 **State termination**

7.132 IMMEDIATE OBJECTIVE

To establish all public libraries as information centers for library service to the blind and physically handicapped.

Assumption

All public libraries should provide information concerning library service for the blind and physically handicapped. By offering this service, they can help publicize the regional library for the blind and physically handicapped and also demonstrate the types of material available through it.

Criteria

Indication of quality will be maintenance of source file of current information describing the library services available to blind and handicapped readers from state and national library agencies (Ideal = 138).

Task - *Cooperate with the Talking Book Library at Daytona Beach in contacting public libraries and providing them materials concerning the Talking Book service so that can serve as information centers for library service to the blind and physically handicapped.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1974

LIBRARY SERVICE TO THE AGED

8 SUBGOAL

The development within state institution and public libraries of operational formats designed to increase library use by the public and special identifiable groups.

8.1 LONG RANGE OBJECTIVE

To provide a community based program of library service for the aged.

Assumption

In present day society, where value is placed on the "doing" person, we should realize that the value should be placed not on what the person does, but on what he is. This realization will place more value on the aged who have retired from "doing". Society tends to institutionalize people and make them dependent for more than need be. Community services may well stop this. Knowledge concerning an aspect of living will help the aged remain independent. Libraries can help provide this.

8.11 *INTERMEDIATE OBJECTIVE*

To motivate the aged to use library services available to them.

Assumption

The aged have characteristics of being an oppressed minority and of becoming moreso. Because we are a youth-oriented society, the aged are discriminated against by forced retirement and low income, which in most cases causes a change in their life-style. Therefore, the aged must be approached much as the culturally and economically disadvantaged. They must be motivated to use the informational, educational and recreational opportunities available through the public library. This motivation is perhaps more important for the aged than the culturally and economically disadvantaged because the latter group is being helped to overcome their difficulty. However, the aged will not overcome their status, and must be taught to exceed their limitations. A goal of all services for the aged should be the encouragement of independence.

8.111 *IMMEDIATE OBJECTIVE*

To identify geographic locations within Florida which have large concentrations of aged.

Assumption

Florida has 989,366 residents over age 65. This is 14.6% of the population of the state. The aged therefore represent a significant user group. It is necessary to identify the areas in the state with concentration of the aged so that a concerted effort may be made to reach this group.

Criteria

Counties containing concentrations of the aged.

Task - *Identification of counties having highest concentration of aged residents.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

8.112 IMMEDIATE OBJECTIVE

To identify and cooperate with various agencies, public and private, which are involved with services for the aged.

Assumption

Numerous agencies, public and private, are providing services to the aged. In order to affect a total service program for the aged, all agencies involved in service programs should cooperate and coordinate efforts. Service programs may then prove to be more effective and efficient.

Criteria

1. Identification of public and private agencies serving the aged.

2. Number of social agencies with which library is engaged in cooperative activities (Ideal = total number of social agencies serving the aged in a given location).

Task - *Identification and cooperation with agencies serving aged.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

8.113 IMMEDIATE OBJECTIVE

To provide one professional library consultant on the staff of the state library agency with a knowledge and understanding of the aged.

Assumption

The provision of consultant services may be very important to the quality of any library service program. When dealing

with a user group which has specific characteristics and/or problems, a consultant with knowledge and understanding of the group is especially valuable. The state library agency provides specialists in other areas of library service. Now, it has been recognized that library service for the aged is vitally needed for Florida's large aged population. Therefore, a specialist should be provided who will give guidance in the development and implementation of library programs for the aged.

Criteria

Number of requests for specialist consultant services for programs for the aged.

Task - Provide a specialist on staff of state library agency.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 ~~*State termination*~~

8.114 IMMEDIATE OBJECTIVE

To provide personnel in all levels of library service with knowledge and understanding of the aged.

Assumption

Personnel should be provided to work with programs to serve the aged who have knowledge and understanding of the needs and interests of the aged. This personnel should include professional librarians and the aged themselves. There should be at least one person involved in each project for the aged who has the special knowledge of how best to serve the aged.

Criteria

Number of libraries serving the aged having personnel working with the program. (Ideal = 1 person per program)

Task - Provide LSCA Title I grants to public libraries which will assist in providing personnel for service to the aged, including professionals with understanding of the problems of the aged and members of this age group themselves.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

8.115 IMMEDIATE OBJECTIVE

To provide library materials especially suited to the needs and interests of the aged.

Assumptions

1. Because of physical disabilities such as loss of eyesight, loss of muscular coordination, etc., it is necessary to provide certain special materials in order to adequately serve the aged. Many of the elderly require large print materials, talking book machines and record discs, etc. Often audio-visual materials are preferable because some elderly find holding a book difficult.

2. The subjects included in materials supplied to the aged may be wide in variety. Light or recreational reading should be popular. Informational material on a variety of subjects, is certain to be requested by aged library users. The kinds of subjects provided for the aged should be no different from those which are provided for the general public. Materials also need to be provided which will give the aged person information useful in adjusting to his new life style such as social security information, health services available to him, etc.

Criteria

1. Percentage of user satisfaction with kinds of library materials provided. (Ideal = 75%)

2. Percentage of user satisfaction with subjects available in specialized formats especially suited for use by the aged. (Ideal = 75%)

3. Number of libraries in areas of high aged population concentrations which provide materials suited for use by the aged. (Ideal = all libraries)

4. Number of aged using materials provided especially for them, as compared to the total aged population in a given location. (Ideal = constant increase)

Task - *Provide LSCA Title I grants to public libraries for providing material especially suited to the aged, such as large print materials, audio-visual materials, etc.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
~~June 30, 1978~~ *~~State termination~~*

8.116 IMMEDIATE OBJECTIVE

To develop library programs especially suited to the needs and interests of the aged.

Assumption

Because of his life style, the aged citizen has special needs and interests and any library program addressing itself to the aged should consider this. Programs should be developed which will assist the aged citizen to adjust to a new way of life. For some, there are changes due to retirement, smaller income, failing physical conditions, and loss of independence which must be compensated for if they are to lead satisfactory lives. Library programs, by providing information, education and entertainment, may assist the elderly in making their adjustments.

Criteria

1. Percentage of user satisfaction with programs (Ideal = 75%).

2. Number of libraries in area of high aged population concentrations which provide programs for the aged (Ideal = all libraries).

3. Kinds of programs offered by each library as an indicator of quality.

Task -

1. *Provide LSCA Title I grants to public libraries to assist in providing programs aimed at the aged, including recreational, educational and informational programs.*

   Time: *(Start)* July 1, 1972
   (Finish) June 30, 1977 *LSCA termination*
   June 30, 1978 *State termination*

2. *Cooperate with other agencies serving the aged, such as Talking Book Library*

   Time: *(Start)* July 1, 1972
   (Finish) June 30, 1977 *LSCA termination*
   June 30, 1978 *State termination*

8.117 IMMEDIATE OBJECTIVE

To develop the means of making library services and materials accessible to the aged.

Assumption

It is not always possible for the aged to come to the library building. Therefore, it is necessary to take the services and materials of the library to the aged where they are. The methods of doing this may vary: bookmobiles, vans station wagons, home visitors, service to institutions with elderly residents, etc.

Criteria

1. Number of aged in a given area receiving library services and materials as compared to the total population to be served (Ideal = constant increase).

2. Number of library programs provided outside of the library building as an indication of quality.

3. Percentage of user satisfaction with the accessibility of library services and materials (Ideal = 75%).

Task - *Provide LSCA Title I grants to public libraries serving the aged to make possible outreach efforts, such as service to shut-ins in nursing homes and private homes.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

ALTERNATIVE

An alternative to service for the aged is to provide library programs and materials for the general adult public without special consideration to the needs and interests of the aged. If this were done, the aged would not benefit from library services as greatly as they would when special consideration is given to their needs and interests.

LIBRARY SERVICE TO YOUTH

9 SUBGOAL

The development within state institution and public libraries of operational formats designed to increase library use by the public and special identifiable groups.

9.1 LONG RANGE OBJECTIVE

To achieve quality level public library service for children and young adults of all backgrounds and abilities throughout the state in all outlets of every library system and in individual libraries.

Assumptions

1. The number of professional children and young adult specialists whose sole responsibility is to the respective department is extremely low in comparison to the number of public libraries with the departments serving these age groups.

2. The collections must be established to include a wide range of materials, both print and non-print, in order to provide for all ability levels.

3. Services must be developed and extended to include a variety of programs to attract and stimulate children and young adults from all areas of the community.

4. An outreach program must be provided where no service now exists and the circumstances warrent its development.

9.11 INTERMEDIATE OBJECTIVE

To encourage every system and independent public library with a population of over 25,000 to have a children and young adult specialist in charge of the respective department.

Assumption

Every system and independent public library must have at least one professional staff member whose sole responsibility is service to children and young adults. The specialist's expertise is essential in material selection and program planning.

9.111 IMMEDIATE OBJECTIVE

To conduct workshops and in-service training on all phases of operation on the state level to implement development of quality service to children and young adults.

Assumptions

1. It is sometimes very effective for the state library agency to provide workshops and in-service training on a state level, to assist local librarians on problems and/or programs common to all.

2. The majority of librarians assigned to the children and young adult departments in the public library have not had sufficient training to qualify them as specialists. Therefore, workshops and in-service training may assist in overcoming inadequacies.

Criteria

1. Effectiveness as measured by percentage of youth service librarians participating in workshops and/or in-service training annually. (Ideal = 80%)

2. User satisfaction as measured by increase in use of the services. (Ideal = constant increase)

3. Increased use of segments of services receiving emphasis or particular attention at workshops and in-service training. (Ideal = constant increase)

Task - *Workshops and/or in-service training on various phases of service to children and young adults at least one annually for children's services and one for young adult services*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

9.112 IMMEDIATE OBJECTIVE

To promote cooperation with other social agencies working with children and young adults for the purpose of making youth services more effective throughout the state.

Assumption

Libraries should work in cooperation with public and private agencies also serving children and young adults. The programs and services which result from cooperation should be more effective and efficient. Cooperation should also assure that the total needs of youth will be served.

Criteria
1. Identification of social agencies providing services to youth.

2. Number of social agencies with which the library is engaged in cooperative activities. (Ideal = total number of social agencies serving youth in a given location)

3. Effectiveness of cooperative activities as measured by percentage of user satisfaction. (Ideal = 75%)

Task - *Promote cooperative efforts toward serving children and young adults between libraries and public and private agencies.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *LSCA termination*

9.113 IMMEDIATE OBJECTIVE

To establish and expand up-to-date collections of print and non-print materials.

Assumption

Children and young adults will use both print and non-print materials readily. Materials should be selected that represent differing points of view in all subjects, on all reading levels, without prejudice or bias. 10% to 20% of the total book budget of the public library should be spent on a collection of library materials for youth.

Criteria

1. Percentage of user satisfaction with collection for youth in a given library. (Ideal = 75%)

2. Expenditure of the total book budget for youth collection. (Ideal = as an average, 33% dependent upon community need)

3. Effectiveness measured by volumes per capita of youth. (Ideal = 2 volumes per capita)

Task - *To provide guidance from consultants of state library agency on building collections of library materials for youth.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

9.114 IMMEDIATE OBJECTIVE

To promote library programs to meet the needs and interests of children and young adults.

Assumption

Libraries should provide program activities which will stimulate, educate and entertain children and young adults. Library programs for youth may take many forms, a few of which are story hours, film programs, record sessions, discussion groups, summer reading programs, art contests, poetry contests, etc.

Criteria

1. Percentage of user satisfaction with library programs for youth in a given library. (Ideal = 75%)

2. Types of library programs offered for youth annually as a measure of quality.

3. Effectiveness measured by attendance at library programs. (Ideal = constant increase)

Task -

1. *Maintenance of a state-wide summer reading program.*

   Time: *(Start)* July 1, 1972
   (Finish) June 30, 1977 *LSCA termination*
   June 30, 1978 *State termination*

2. *Provide guidance in serving young adults through demonstration materials for programming.*

   Time: *(Start)* July 1, 1972
   (Finish) June 30, 1973

ALTERNATIVES

Cooperative efforts with school libraries whereby the school library would provide services to children and young adults while the public library would serve only the adult public. As the function of school libraries is supportive of curriculum, perhaps the recreational and general informational needs of youth would be neglected if service came only from school libraries.

LIBRARY PROGRAMS ADDRESSED TO NATIONAL EDUCATION CONCERNS

10 SUBGOAL

The development within state institution and public libraries of operational formats designed to increase library use by the public and special identifiable groups.

10.1 LONG RANGE OBJECTIVE

To insure that the public knows about areas of national educational concern, and what action may be taken in these areas.

Assumption

If the public is informed about special areas of concern, applicable to the entire nation, perhaps some improvement on existing conditions will be made. Unless people know the problems and how to help them then no cure can be affected.

10.11 *INTERMEDIATE OBJECTIVE*

To make available materials and programs which will educate and inform the public.

Assumption

Materials and programs should be made available which will educate and inform the public of problems or areas for concern for the entire nation. Such problems would be common to all and effect society as a whole. Libraries, as a social agent, have the responsibility for providing information about such problems and concerns.

10.111 *IMMEDIATE OBJECTIVE*

To assist libraries in providing materials and programs addressed to the following national education concerns: drug abuse, early childhood education, career education, environmental education, right to read.

Assumption

Each of the concerns listed in the objective have been designated by the Department of Health, Education and Welfare as areas of educational concern. Programs and materials should be provided that will inform the public in the areas listed above.

Criteria

1. Effectiveness measured by circulation of subject materials on national education concerns.

2. Demand for materials addressed to national education concerns.

3. Societal changes which may have been caused, at least in part, by library programs and materials.

Task - *Provide LSCA Title I grant funds for programs and materials addressed to stated national education concerns.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

10.112 IMMEDIATE OBJECTIVE

To coordinate efforts to meet national education concerns with other social agencies serving the needs.

Assumption

Cooperative efforts often tend to reach the largest number of persons with the most comprehensive effect. In areas such as drug abuse, environmental education, etc., a number of agencies have programs and materials which could effectively be used by and dissemenated through the library.

Criteria

1. Number of social agencies with which the library is engaged in cooperative activities. (Ideal = total number of social agencies addressing themselves to meeting the national educational concerns in a given location)

2. Effectiveness of cooperative efforts as measured by user satisfaction. (Ideal = 75%)

3. Efficiency of cooperative efforts. (Ideal = improved cost factor for services)

Task - *Promote cooperative efforts between libraries and public and private agencies addressing themselves to national educational concerns through meetings co-sponsored programs and materials, etc.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

ALTERNATIVE

As the library considers itself a prime agent for the distribution of information, there is no alternative but to provide service obviously needed to provide the citizen with information necessary to improve himself and society.

LIBRARY DEMONSTRATION PROJECTS

POLICY

1. Demonstration projects will be funded for no more than two (2) years.

2. A detailed report of the results, methods and techniques used in a demonstration project will be submitted to the Division of State Library Services at the completion of a demonstration.

11 SUBGOAL

The development within state institution and public libraries of operational formats designed to increase library use by the public and special identifiable groups.

11.1 LONG RANGE OBJECTIVE

To develop the most effective and efficient means of giving quality library service.

Assumption

If the library is to remain a viable social agent, it is necessary to constantly develop and improve its services.

11.11 *INTERMEDIATE OBJECTIVE*

To promote state-wide application of new techniques and methods of providing library service which have proven effective and efficient in demonstration.

Assumption

When a particular technique or method proves to be more effective and/or efficient than current practices, then this method or technique should be promoted in libraries throughout Florida where applicable.

11.111 *IMMEDIATE OBJECTIVE*

To research and develop new and innovative techniques and/or methods of giving library service through demonstration or pilot projects.

Assumption

When a new or innovative method, procedure or technique comes to the attention of the profession, it may be best to research and develop the method, procedure or technique in a demonstration or pilot project. This would allow an innovation to be tested and evaluated before much time and

money is invested. After implementation, testing and evaluation, successful innovations may be implemented elsewhere, non-successful innovations may look at alternate approaches or simply be discarded.

Criteria

1. Number of innovative or new methods or techniques researched and developed.
2. Proof of effectiveness of each innovative project.
3. Proof of efficiency of each innovative project.
4. Number and type of users who would benefit from each innovative project.

Task - *Provision of LSCA Title I funds for demonstration of new methods or techniques of giving library service which will be beneficial to a number of libraries within the state.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

ALTERNATIVE

An alternative to promoting actual research and development within Florida might be to use available information provided by other states and agencies in determining new methods and procedures to apply to libraries in the state. Actual demonstration within Florida assures that results will be tested and re-evaluated with the needs of our own users in mind.

Given unlimited funding, research and development of a particular innovation may be done in more than one location within the state, thus producing even more reliable results.

MANPOWER DEVELOPMENT

POLICY

PROFESSIONAL TRAINING GRANT (SALARY GRANT)

1. Sponsoring public libraries must have an annual income of at least $50,000 or participate in another grant program.

2. Sponsoring libraries must reasonably assure professional employment to sponsoree upon completion of degree.

3. The candidate for a professional training grant must hold the Bachelor's Degree from an accredited college or university. He may only request admission to a library school accredited by the American Library Association.

4. Amount of Grant: A professional training grant will be given in the amount of $3,600 for one year. Partial grants will be computed by applying to the base grant of $3,600 the ratio of credits to be earned during the grant period to total credits required for the degree. In the case of a library director or insitution librarian, the $5,400 grant may be divided among a three-year period when he is in school.

5. The candidate for a professional training grant is obligated for a three-year period, including the one year he is in school. The remainder of the three-year period is to be spent in a working capacity. If the library sponsoring the candidate is not able to continue to employ the candidate, then employment in another Florida public or state institution library must be found. Those who fail to complete the contract must repay funds to the public library or institution which will send another employee to school with this grant.

6. The Division of State Library Services will provide information concerning institutes, workshops, formal courses available for staff improvement in Florida public, state institution and inter-agency libraries.

IN-SERVICE TRAINING

1. The public libraries and state institutions may request in-service training programs and/or materials of the Division of State Library Services. The Division will also devise and administer in-service training on new and innovative methods of operation, programming and new trends in librarianship. In-service training may be performed by the Bureau of Library Development or its designated person or group.

PROCEDURE

1. Application of a professional training grant will be made to the Division of State Library Services on application forms provided by that agency.

2. No local matching funds are necessary for professional training grants.

3. All libraries eligible to participate in the salary grant program will receive information concerning this program.

4. Notification of intent to apply for salary grant funds should be made to the Division of State Library Services by March 1 preceding the fiscal year for which the grant is requested.

12 SUBGOAL

The provision of qualified personnel in all public and state institution libraries in Florida.

12.1 LONG RANGE OBJECTIVE

To provide the number of professional librarians and supportive staff that the Minimum Standards for Florida Public Libraries recommends to meet the needs of the general public and to provide the professional and supportive staff to meet the needs of the institutionalized residents of the state.

Assumption

1. The effective delivery of library service is determined to a great extent by the number of qualified personnel providing the service. It is necessary to have trained professional librarians in state institutions and public libraries who will use their expertise in determining the needs of the residents of Florida and how these needs can be met. Then the supportive staff of any library must be capable and competent in assisting the professional librarians in performing needed services.

2. Minimum Standards for Florida Public Libraries recommends the size of the staff of a library be based on the population of the community served. The standard is no less than one full-time staff member for each 2,000 inhabitants. A county or regional library system should be administered by a professional librarian and there should be one professional librarian per every 5,000 inhabitants. The ratio of professional to supportive staff should be 35% to 65%.

3. Standards for state institution libraries recommend one professional librarian for every 1,000 inhabitants. The library in an institution with population of 1,000-2,000 should have one professional librarian and one library aide. The number of supportive staff increases as the population of the institution becomes greater.

12.11 INTERMEDIATE OBJECTIVE

To coordinate on the state level efforts to achieve standards for personnel in Florida state institution and public libraries.

Assumption

State level coordination of manpower development would provide a centralization factor which could assist effectiveness in filling positions, providing necessary training services and generally assessing manpower needs within the state.

12.111 IMMEDIATE OBJECTIVE

Increase by 15 the number of persons entering the library profession annually by awarding salary grants.

Assumption

1. The existence of salary grants to eligible individuals seeking a career in library science will serve as a stimulus for entering the profession. Hopefully, a number of these people will remain in Florida to help increase the number of professionals in the state and decrease the shortage of trained librarians.

2. There are 6,789,443 persons in Florida, and 28,000 institutionalized residents. There are currently 231 professional librarians working in public libraries across the state and eighteen (18) librarians in state institutions, some of whom are not professionally qualified.

Criteria

1. Number of salary grants awarded annually (Ideal = 15).

2. The number of Florida libraries that benefit from the professional salary grant program.

3. The positions of responsibility secured by salary grant recipients is a measure of quality.

4. Number of recipients of salary grant awards should fulfill their three year obligation (Ideal = 95%).

Task - Providing salary grant awards to individuals seeking a graduate degree in library science at the rate of 15 per year.

Time *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

12.112 IMMEDIATE OBJECTIVE

To maintain a comprehensive placement program and to recruit for professional and para-professional positions from within and outside the state.

Assumption

1. If the libraries in the state have a centralized method of making vacancies known then filling vacancies will be accomplished more efficiently and rapidly. It would be logical for the state library agency to keep current listings of professional and para-professional openings within the state, as many persons interested in applying for library positions within Florida will inquire through the designated state agency. The state library agency will in turn direct inquiries to those libraries which have openings.

2. The Division of State Library Services may assist local, state institution and public libraries by making available to them information as to state-wide personnel needs, unserved areas, special programs, state-wide growth trends and service patterns. This information may be essential in determining personnel needs in all types of libraries.

Criteria

1. Number of inquiries made to the state library agency concerning library position openings.

2. Portion of vacancies filled because of placement services maintained by the state library agency (Ideal = 10%).

3. Number of professionals and para-professionals accepting library positions through recruitment program (Ideal = 12).

Task - Publication of employment opportunities in Florida and referral to individuals seeking positions and libraries with openings.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 ~~DSCA termination~~
June 30, 1978 ~~State termination~~

12.113 IMMEDIATE OBJECTIVE

To promote staff improvement by Division of State Library Services sponsored workshops for specialized service areas.

Assumption

For the continuing library-related education of professional and para-professionals in Florida's state institution and public libraries, the Division of State Library Services should provide training programs. These programs may take the form of workshops, institutes, lectures and informal sessions. Training should be given in such specialized areas as disadvantaged, aged, rural library service,etc.

Criteria

1. Percentage of professionals and para-professionals attending some form of state sponsored training programs (Ideal = 30%).

2. Effectiveness of training programs as measured by usage of library service in specialized areas (Ideal = constant increase).

Task - *Sponsor workshops for staff improvement.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

12.114 IMMEDIATE OBJECTIVE

To award scholarships to the staff of Florida's state institution and public libraries in order that they may attend relevant HEW and other sponsored institutes.

Assumption

Funds could be made available to librarians of state institution and public libraries to attend institutes which would benefit library services in specialized service areas. If a librarian attends an institute on a specialized service area which would be beneficial to other libraries in the state, then he could conduct workshops on that service area which would be sponsored by the Division of State Library Services.

Criteria

1. Number of institutes attended by state sponsored Florida librarians.

2. Number of workshops held after attendance of institutes (Ideal = number of institutes attended).

3. Number of sponsored professionals and para-professionals attending workshops or institutes. (Ideal = 10%)

4. Effectiveness of workshops in stimulating improved services in specialized areas as measured by user satisfaction (Ideal = 75%).

Task - *Provide scholarship to sponsored institutes which could lead to improvement of library services in Florida libraries.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

12.115 IMMEDIATE OBJECTIVE

To collect and maintain national and state salary statistics, personnel surveys, manpower utilization studies so that Florida's needs in this area may be assessed from a basis of fact.

Assumption

1. In order to maintain a good placement service and guide libraries in Florida in setting salary ranges, job classifications, and determine manpower needs, it is necessary to gather and organize reliable statistics and information concerning manpower and how it is developing nationally and state-wide.

2. An up-dating of manpower information for the state of Florida should be done each year. This would constitute a minimum effort. This information should be supplied to libraries in Florida.

Criteria

1. Number of surveys and data gathering efforts made annually as a measure of quantity.

2. Number of libraries receiving informacion on manpower annually (Ideal = 100%).

Task -Compilation of Florida Library Directory.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

ALTERNATIVE

In the event a sufficient number of professional librarians could not be secured to meet the needs of the residents of Florida, an intensive short course training for non-professional library staff could be instituted. It would be hoped that they could assume some of the duties of professional librarians.

TITLE II - PUBLIC LIBRARY CONSTRUCTION

GENERAL POLICY

A. Grants will be made for the construction (including purchase of site, the construction of new buildings, and the expansion, remodeling, and alteration of existing buildings, and purchase of initial equipment) of publicly-owned buildings to be devoted to public library service. It is not the policy of the Department of State, Division of State Library Services, to award grants for the acquisition of an existing building for use as a public library.

B. To be eligible to receive a construction grant, a library system must be open for the free use of all citizens within the area served, without discrimination.

C. Construction projects are designed to serve areas which are without library facilities necessary to develop the library services as determined by the Department of State, Division of State Library Services.

D. There shall be a professional librarian functioning as a building consultant to prepare the site evaluation and the building program, and to serve as a consultant to the owner and the architect throughout the project.

E. There shall be a written analysis and evaluation of the proposed building site prepared and documented by a professional librarian functioning as a building consultant. The Department of State, Division of State Library Services, may, at its discretion, require a recommendation regarding site approval of a specially appointed evaluation committee composed of a professional librarian, a public planner, and an architect, none of whom shall have a special interest in the particular project under consideration.

F. The standards for space requirements and building site criteria to be used in evaluating applications will be those found in Pamphlet No. 13, "Small Libraries Project", The Small Library Building (Library Administration Division, A.L.A., 1962); Practical Administration of Public Libraries by Joseph L. Wheeler and Herbert Goldhor (Harper, 1962), p. 554; and Interim Standards for Small Public Libraries: Guideline Toward Achieving the Goals of Public Library Service (Public Library Association, 1962).

G. Only one grant will be awarded to, or within, a single library system until all other applications before the Department of State, Division of State Library Services, have been passed upon. Applications for grants to local public libraries operating independently of a county or regional system will not be approved until all eligible applications from county and regional libraries the Division of State Library Services may reasonably expect to receive have been acted upon.

H. The Department of State, Division of State Library Services, will supervise the project through the Bureau of Library Development which will provide direct supervision through conferences, inspection visits, examinations of records, and any other means required. The Department of General Services, Bureau of Construction, will provide state library agency personnel with technical assistance and may, from time to time, be designated to make inspection visits to projects and examine records for the purpose of providing technical information and suggestions concerning project development to library personnel.

GENERAL PROCEDURES

A. The application, signed on behalf of the governmental agency which will own the building to be constructed, remodeled, expanded or altered, must be transmitted to the Division of State Library Services on an application form supplied for this purpose. The application, if approved, will become a part of the contract between the Department of State, Division of State Library Services, and the applying governmental agency.

B. The following *documents* will be submitted as a part of the application:

1. "Notification of Intent to Apply for Federal Assistance" with comments from appropriate state and/or regional clearinghouses.

2. Certification of availability of required matching funds.

3. Certification that the facilities will be designed to make them accessible to and usable by the physically handicapped (in descriptive form).

4. Certification of Compliance with Executive Order 11296, Flood Losses (Certification may be copy of the report from the Regional Corps of Engineers).

5. Assurance with respect to compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, P. L. 91-646, and its applicability to the Library Services and Construction Act, as amended by P. L. 91-600.

6. Assurance of Compliance with Title VI of the Civil Rights Act of 1964 statement on HEW Form No. 441.

7. Assurance that the site selected for a construction project under Title II of LSCA does not interfere with the protection of properties listed in the National Register of Historic Places. The Executive Director, Florida Board of Archives and History, 401 East Gaines Street, Tallahassee, Florida 32304, would be the Liaison Officer responsible for state activities under the National Historic Preservation Act.

8. Compliance with established policies and procedures relating to the National Environmental Policy Act of 1969 to implement Executive Order No. 11288 (33 U.S.C. 406 note). Written statement should be made by the regional office of the Department of Pollution Control concerning proposed construction.

9. Preliminary plans, including a site plan, vicinity maps, and outlined specifications prepared by a Florida-registered architect.

10. A documented evaluation of the site for the proposed building prepared by a professional librarian functioning as a library building consultant.

11. A building program, prepared by the building consultant, which must include a list of the initial equipment needed for the project.

12. A narrative description of the project, prepared by the library director, including the following information:

    a. How the building will serve in a currently established county or regional library system or as a service unit of a potential library system.

    b. How the project will contribute to new or improved services in the area it will serve.

    c. How the building will relate to recognized standards for library service and the accepted standards for public library buildings, citing the specific standards used.

13. Legal proof that the owner holds legal title to the site on which the building will be constructed or can complete negotiations for the site within 30 days of approval of this application.

C. The certification to the application will provide that the applicant will comply with all requirements of the Library Services and Construction Act as amended by Public Law 91-600, the Regulations governing the Act, and the Florida State Plan approved under the Act, and that all federal funds received for the project will be expended solely for the purpose for which granted and any such funds not so expended, including funds lost or diverted to other purposes, shall be paid to the Secretary of State for repayment to the U. S. Office of Education.

D. The Secretary of State will notify the U. S. Commissioner of Education of the approval of applications and the completion of construction projects in accordance with the appropriate federal regulations.

CRITERIA FOR APPROVAL OF APPLICATION

A. Priorities for grants will be based on the use of the proposed building in the following order except that priority will be given to eligible construction projects of 6,000 square feet or over serving a population of 10,000 or more over smaller projects:

1. *First Priority:* Department of State, Division of State Library Services Building or other facility serving all libraries in the state.

2. *Second Priority:* Headquarters for regional libraries.

3. *Third Priority:* Headquarters for county libraries.

4. *Fourth Priority:* Branch libraries, including municipal libraries that are part of a county or regional system by contract, serving at least 5,000 persons, or one library in any county that is part of a regional system regardless of the population served.

5. *Fifth Priority:* Local public libraries and their branches operating independently of a county or regional system.

6. *Sixth Priority:* Any Title II project for which a grant has been awarded and which is later withdrawn or vacated and for which a new application is subsequently filed for substantially the same project, will be considered only after the Division has acted upon all of the higher priority applications it may reasonably expect to receive.

7. *Seventh Priority:* Buildings which are not devoted exclusively to public library service and for which expenditures are not totally attributable to the library construction project under the Act and for which prorating of expenditures will be required.

B. Priority will be given to new construction over remodeling of or an addition to an existing building.

C. Grants will not be approved for new construction, remodeling or additions to buildings which will result in a building of less than 3,000 square feet.

AMOUNT OF GRANTS

A. *State Library Building:* Federal percentage up to federal allotment less funds needed to be used for administrative costs for that year under Title II.

B. *Facilities serving all libraries in the state except a Department of State, Division of State Library Services Building:* 50% of the reimbursable cost of the project up to a maximum federal grant of $200,000.

C. *Regional and county headquarters:* 50% of the reimbursable cost of the project up to a maximum federal grant of $200,000.

D. *Branch libraries of a system and independent local public libraries:* 50% of the reimbursable cost of the project up to a maximum Federal grant of $200,000.

E. Where the federal portion of any project will be less than $10,000, the project will be considered to be too small for participation and will not be eligible for a grant.

CONTRACTS FOR GRANTS

Contracts for grants will assure supervision of the Department of State, Division of State Library Services. The owner agrees to:

A. Provide a site and building plan.

B. Award a lump-sum construction contract within nine months of approval of the application and complete construction within a reasonable time.

C. Provide and maintain adequate supervision and inspection at the project to insure that the construction conforms with the approved plans and specifications and that there is full compliance with the following laws, rules and regulations:

1. President's Executive Order 11246 or any subsequent orders, regulations or statutes on non-discrimination in employment in federally-aided construction.

2. Florida Statutes, Section 255.21, relating to usability of public facilities by the physically handicapped.

3. Competitive bidding for all principal contracts for construction and initial fixed equipment with the contracts awarded to the lowest responsible bidders.

D. The following are the procedures for full compliance with the requirement that all laborers and mechanics employed by contractors and subcontractors on all construction projects shall be paid at not less than prevailing rates as determined by the Secretary of Labor in accordance with the Davis Bacon Act, as amended (40 U.S.C. 276a-276c-5) and shall receive overtime compensation in accordance with the Contract Work Hours Standards Act (Public Law 86-581), and that the contractors and subcontractors will comply with the provisions of 29 CFR 5.5 (a) and (c).

1. All specifications for construction contracts will contain the prevailing wage rates as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276c-5) and provision that overtime compensation will be paid in accordance with the Work

Hours Standards Act (Public Law 86-581). These labor clauses (HEW-514) shall be incorporated into the specifications. The Department of State, Division of State Library Services, will check these documents for their inclusion. The contract provisions shall require that these standards shall be met.

2. As provided for by the contract between local applicant and the Department of State, Division of State Library Services, the local applicant will assure compliance with the provision of 29 CFR part 3 and 29CFR 5.5 (a) and (c) by performing examination of weekly payrolls and requiring corrective action whenever necessary. Responsibility for these duties will be assigned to a responsible staff member by an official unit of the Department of State, Division of State Library Services (Clerk-of-the works, etc.).

3. As provided for in the contract between the applicant and the Department of State, Division of State Library Services, the applicant will give assurance that all payrolls and basic records relating thereto will be maintained during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the construction project.

E. Retain all financial records until audited by the federal auditor and a letter of release is issued by the Department of State, Division of State Library Services, upon notification by the Office of Education that records are no longer needed for program administration review.

F. Follow such procedures, submit such reports, maintain such records and afford access thereto, as the Department of State, Division of State Library Services, may find necessary.

G. Maintain inventory records of all such items of equipment purchased as a part of a construction project for which Federal funds have been granted, and supply information to the Department of State, Division of State Library Services.

H. Submit an audit to the Department of State, Division of State Library Services, in accordance with the Division's instructions.

I. Agree to the use of the building exclusively for the public library purposes for which constructed or altered unless a change in its use is approved by the Department of State, Division of State Library Services.

METHODS AND PROCEDURES OF A FAIR HEARING FOR THE APPLICATION

The methods and procedures to be followed in providing every local or other public agency whose applications for funds under the plan for construction of a public library is denied with the opportunity for a fair hearing before the State Advisory Council on Libraries and the Division of State Library Services as follows:

1. The Advisory Council and the Division of State Library Services will provide an opportunity for a fair hearing before both bodies to any agency whose application for a grant has been denied and which wishes to appeal the the decision.

2. Appeals from decisions or actions of the Division of State Library Services must be made by the applicant, in writing, within 30 days from the date of the adverse decision by the Division.

3. The appellant will be notified in writing of the time and place of the hearing. Such time and place, as determined by the Advisory Council will be reasonably convenient for the appellant.

4. The decisions of the Advisory Council and Division of State Library Services will be made in writing within 30 days from the date of the hearing.

13 SUBGOAL

The provision of adequate public library facilities for all residents of Florida

13.1 LONG RANGE OBJECTIVES

To eliminate all inadequacies in public library facilities within Florida.

Assumption

Unless there are adequate public library facilities, it will be impossible to establish and/or extend quality library services and programs. Current study revealed that less than half the floor space needed to serve the general public within the State has been provided.

13.11 INTERMEDIATE OBJECTIVE

To improve existing facilities to meet standards for public libraries to meet criteria developed in Phamplet No. 13, "Small Libraries Project", The Library Building (Library Administration Division, A.L.A., 1962) or in Practical Administration of Public Libraries, by Joseph L. Wheeler and Herbert Goldhor (Harper, 1962), p. 554.

Assumption

Although public library facilities may exist, unless they are adequate to meet the need of users, then quality service and programming will not be possible. Facilities must be improved to meet standards if libraries are to be viable service agents.

13.111 IMMEDIATE OBJECTIVE

To construct public library facilities designated to serve areas which are without library facilities necessary to develop library service.

Assumption

Unless a public library facility exists, there can be no service for an area. Florida currently has 21 libraries which will be ready for a construction project within the next two years. It can be assumed there are still other areas in need of a facility, but are not able to foresee local appropriations being available to undertake such a project.

Criteria

1. Number of new library buildings constructed in areas which previously had no public library facility or which had an inadequate facility. Areas without library facilities necessary to develop library services or are inadequate to provide services are those areas which do not have a facility to meet standards appropriate to their size on the basis of population served. Standards to be used in the evaluation of adequacy of the library facility will be Pamphlet No. 13, "Small Libraries Project", The Library Building (Library Administration Division, A.L.A., 1962) or in Practical Administration of Public Libraries, by Joseph L. Wheeler and Herbert Goldhor (Harper, 1962), p. 554. Also, Minimum Standards for Florida Public Libraries, latest edition should be used.

2. How well the existing library facilities are meeting the standards for public library facilities and the number needing improvement to meet these standards. Standards for public library construction as cited in No. 1 shall be used as criteria for this measurement.

Task

Provision of LSCA Title II grants for local public library construction

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

13.112 IMMEDIATE OBJECTIVE

To construct a new building for the Division of State Library Services

Assumption

The existing facilities housing the Division of State Library Services are entirely inadequate for today's needs. Total floor space currently devoted to the entire Division is 15,000 square feet. This comprises the offices and working area for the staff of the Office of the State Librarian, the Bureau of Library Development, the Bureau of Library Services, including reference and circulation services and a stack area housing the total book collection of the State Library.

Criteria

1. Completion of new State Library Building.

Task

Begin construction of Library, History and Archives Building

Time: *(Start)* July 1, 1972
(Finish) June 30, 1974

ALTERNATIVE

Without LSCA funding for public library construction, there will be a significant reduction in the number of new library facilities being built. The local governments would be responsible for construction, without state assistance, as no state funds are available for local public library construction.

TITLE III -- INTERLIBRARY COOPERATION

A. GENERAL POLICY

The following represents a joint policy statement made by the Commissioner of Education and State Librarian:

Every school needs a school library and every community needs public library service. These two services are responsibilities of separate and distinct agencies.

The public library is a less formal agency and its use is voluntary. Its primary objective is to serve all the people of all ages. It needs different physical facilities, different emphases, different methods, and a different kind of training for personnel from those required for the school library.

The public library, because of its adult clientele, requires facilities easily accessible, preferably in a busy shopping center, with nearby parking, a street level entrance, an inviting display and reading areas. The library is open the year around at convenient hours, with smoking privileges, telephone reference facilities, and an informal freedom that stimulates adult use of all facilities. Adults dislike to have to use the library during school hours and at times when classes and school reference work are being carried on. Adults will not come in numbers to a school building which is usually in a residential area, set back from the street, on school grounds, and in a school situation.

Book collections designed for school are not equally useful for the community at large. Conversely, books chosen for adults are often not completely suitable for schools.

Standards require that the head librarian in a public library have a fifth year library degree, in addition to meeting requirements of his own library board, and of the Florida State Library Board in certain circumstances. Other workers are trained to meet the requirements of their jobs.

The school library is an integral part of the total school facility and program. The objectives of the school program determine the functions and activities of the school library.

The school librarian in Florida holds a teacher's certificate issued by the State Department of Education. He is under contract to, and is paid by, a county school board and abides by its regulations. He has received intensive training in a program designed for school library work, which includes such

areas as curriculum, psychology of learning, children's and young people's literature and materials, and other courses related to schools. He devotes his time to working primarily with teachers and students in meeting their educational and personal needs.

Funds for the operation of both programs are made available through local, state, and federal appropriations. Certain regulations concerning expenditures of state and federal monies are in effect which prohibit their use for purposes other than those specified in their regulations. For example:

> Article 12, Section 9, Florida Constitution states that County School Funds "...shall be disbursed by the county Board of Public Instruction solely for the support and maintenance of public free schools."

County commissioners may establish their own libraries or may contract with other county or municipal libraries. Federal funds for public libraries may not be expended for school purposes. State aid for public libraries is for public library use only.

The activities of the school library are planned to enable students and teachers to carry out classroom assignments and activities. The school library is often filled to capacity with class and committee groups, as well as with individual users. In short, the school library serves as a LABORATORY where students are given opportunities to develop, under teacher and librarian guidance, problem-solving research techniques, reading interest, and other library related skills.

School and public libraries do have complementary functions, particularly in rendering service to children and young people.

The use of the public library by children in the community is enhanced because of its separate program of such attractions as discussion groups and vacation reading programs. Preschool children are included in the public library program. Retirees, special interest groups, and others depend on the public library to satisfy their individual needs and for group activities. The school library would encounter real difficulty in undertaking such programs.

The necessary differences in immediate objectives, clientele, and climate of operation call for distinct and separate types of services for school and public libraries.

B. GENERAL PROCEDURES

1. A letter of intent containing a full statement concerning a proposed interlibrary cooperation project will be submitted to the Department of State, Division of State Library Services, by March 1 prior to the fiscal year for which the request is made. The Division will provide form(s).

2. All proposed projects must be reviewed by the State Advisory Council on Libraries and the State Planning and Development Clearinghouse.

3. The Department of State, Division of State Library Services, will notify libraries of grant awards.

4. A contract will be made between the Department of State, Division of State Library Services, and the appropriate state agency and/or local library administrative authority.

C. GENERAL CRITERIA

1. The Department of State, Division of State Library Services, will evaluate applications for funds in accordance with the following criteria:

   (a) Projects with state-wide application involving more than one type of library.

   (b) Projects with less than state-wide application involving more than one type of library.

   (c) Projects limited to a single political jurisdiction including more than one type of library.

2. Every appropriate local or other public agency that gives assurance of Civil Rights Compliance is permitted the opportunity to participate in interlibrary cooperation developed under this plan.

3. Criteria to be used in determining the addition of a library as a member of the communications network:

   (a) Assurance of library administration of cooperation with the loaning procedures of the communications network.

   (b) Size and depth of the collection. A library must have at least 300,000 volumes in order for it to be considered useful to the communication network. If there are specialties within a collection which has less than 300,000 volumes, then the library owning an in-depth special collection will be considered for membership on the communications network. A library must be willing to lend from its special collection.

14 SUBGOAL

The systematic and effective coordination of the total resources of libraries of all types.

14.1 LONG RANGE OBJECTIVE

To provide easy assess to the full range of bibliographic resources of libraries.

Assumption

1. It is estimated that there are 5,186,606 persons receiving inadequate library service at present in Florida. It is also estimated that there are 1,602,837 persons living in areas where no county-wide library service exists. Therefore, it is necessary to make available to the residents of Florida a means of acquiring all kinds of materials to satisfy their educational, informational and recreational needs.

2. The communications network currently in operation throughout the state seems to be of assistance in making available a full range of bibliographic resources to the residents of Florida. This network provides for interlibrary loan. Responses in the 1971 Spindletop Survey of Florida Public Libraries indicates that interlibrary loan, particularly with other public libraries, is the most used service of the communications network and is considered the most important by public libraries. University libraries borrow heavily among themselves, and find this a valuable means of supplementing deficient collections. Special libraries throughout the state tap the communications network for materials and information they are not responsible for themselves, but for which they occasionally have demand.

14.11 INTERMEDIATE OBJECTIVE

To overcome, insofar as is possible, the bibliographic resource inadequacies of each type of library.

Assumption

1. Public libraries in Florida are laboring under numerous handicaps. No public library in Florida meets in all ways, the public library standards for Florida or for the nation. Yet, demand for information and materials continues to increase. The recent Spindletop Survey of Florida public libraries indicated that public libraries have responded to the present needs and inadequacies by drawing on the resources of other libraries.

2. The state universities, which are in varying stages of growth and development, are finding greater demands being made on their bibliographic resources. Student populations are increasing, new fields of study are being added to the curriculums of the universities, while budgets are being cut and space and personnel needs continue to become more acute. The communications network now in operation is assisting to overcome some of these inadequacies. It provides interlibrary loan between different types of libraries within the state.

14.111 IMMEDIATE OBJECTIVE

To increase accessibility to bibliographic resources through the communications network.

Assumption

Sharing resources through interlibrary loan will help to overcome inadequacies of libraries of all types in Florida. Sharing on an interlibrary loan network will also permit wiser spending of materials budgets for each library participating on the network. It would no longer be necessary for all to acquire the little used or very expensive materials.

Criteria

1. Effectiveness based on user satisfaction rate as a percentage (Ideal = 75%).

2. Total number of requests on the network annually.

3. Total number of requests not filled.

4. Analysis of requests not filled:

   (a) What percentage not filled because items are not in print or owned by participating libraries?

   (b) What percentage not filled because items are not purchased by the state library agency due to book selection policy and not owned by participating libraries?

   (c) What percentage not filled because citation of item was incomplete or incorrect?

   (d) What percentage not filled because item is not permitted to circulate?

5. Speed of fulfillment on:

   (a) Public library network:
   Title requests = ten days for reply
   Subject requests = seven days for reply
   Periodical requests= two weeks for reply

   (b) University library network:
   Title requests = three weeks for reply
   Periodical requests = two weeks for reply.

6. Efficiency based on cost per user request.

7. Measures of quality will be services offered which are in addition to standards for interlibrary loan networks as described in American Library Association, Model Interlibrary Loan Codes.....; such as verification service, subject requests, loaning of leisure reading, etc.

Task - Maintenance of communications network which will provide interlibrary loan and information upon request to libraries of all types.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1977 *LSCA termination*
June 30, 1978 *State termination*

14.112 IMMEDIATE OBJECTIVE

Conferences of librarians and other appropriate citizens to plan and monitor interlibrary loan and information activities.

Assumption

1. The communications network would be more effective if those who use it could meet to discuss methods of more effective and efficient operation and make suggestions for improvement to meet user needs and demands.

2. Meeting with those libraries not currently using the communications network would enable those non-users to become aware of the benefits of such a network. Libraries currently not using the communications network are the same libraries, which for the most part, are not giving adequate information service due to staff, collection, and budget inadequacies. Participation in the communications network may provide these libraries with interlibrary loan materials and information to augment their local collections.

Criteria

1. Number of libraries represented in attendance (Ideal = 138 public libraries and 100% of libraries of other types using network).

2. Percentage of total number of libraries using the network.

3. Number of libraries served on the network.

4. Average number of requests per each type of library using the network.

5. Number of changes resulting from conferences made to improve effectiveness and efficiency of the network.

6. Percentage of increase in effectiveness expected (Ideal =5%).

7. Cost per unit transaction saved as result of change in procedure.

Task - *Hold a series of conferences on improving the communications network in various location across the state.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

14.12 INTERMEDIATE OBJECTIVE

To make available union lists, indexes and other bibliographic means of determining the holdings of major libraries and resource centers to libraries within the state. (Holdings are interpreted to mean books, pamphlets, indexes, periodicals, government documents, audio-visual materials and other forms and devices that would meet the needs of users of libraries throughout Florida.)

Assumption

1. Such devices as union lists, indexes, etc., make the process of location of bibliographic resources easier and faster. They provide for greater accessibility to bibliographic resources of all types.

2. It is not possible for every library to acquire every item they may need to satisfy user demands; therefore, these kinds of bibliographic aids are invaluable in providing information about holdings in other libraries of all types.

14.121 IMMEDIATE OBJECTIVE

To compile and publish bibliographic sources to the various materials and media that would be of use to the libraries within Florida.

Assumption

Greater access to the full range of bibliographic resources is facilitated by the compilation and publication of bibliographic resources. Cooperation between different types of libraries is necessary so that the full range of resources and their availability to users may be made known.

Criteria

1. Time lag between acquisition of an item and appearance in bibliographic tool. (Ideal = 3 months)

2. Quality of entry in bibliographic tool. (Ideal = complete citation)

3. Increase in fulfillment as a result of access to location and availability of an item through a bibliographic tool. (Ideal = 5%)

Task - Publication of Florida Union List of Serials.

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

14.122 IMMEDIATE OBJECTIVE

To determine the informational needs of libraries and a means for satisfying them.

Assumption

As the nature and needs of library users and the libraries themselves continue to change and grow, it is necessary to constantly investigate means of meeting these needs. First, the needs must be determined and secondly, there must be an investigation of alternate means to meet the determined needs.

Criteria

1. Number of needs determined from a study.

2. Number of plans implemented for meeting needs.

3. Effectiveness of plans implemented in meeting the needs.

Task - *Make a study to determine if cooperative projects could help libraries meet needs and demands. And if so, what type of project would benefit the most libraries of all types.*

Time: *(Start)* July 1, 1972
(Finish) June 30, 1973

ALTERNATIVE

The alternative to a communications network is for each library to fill all its own needs or let them go unfilled. It is, however, almost impossible for all libraries to have all materials that they might need to satisfy the demands of users. Therefore, the sharing of resources is both practical and economical.

APPENDICES

APPENDIX 1 --- Data on the State of Florida

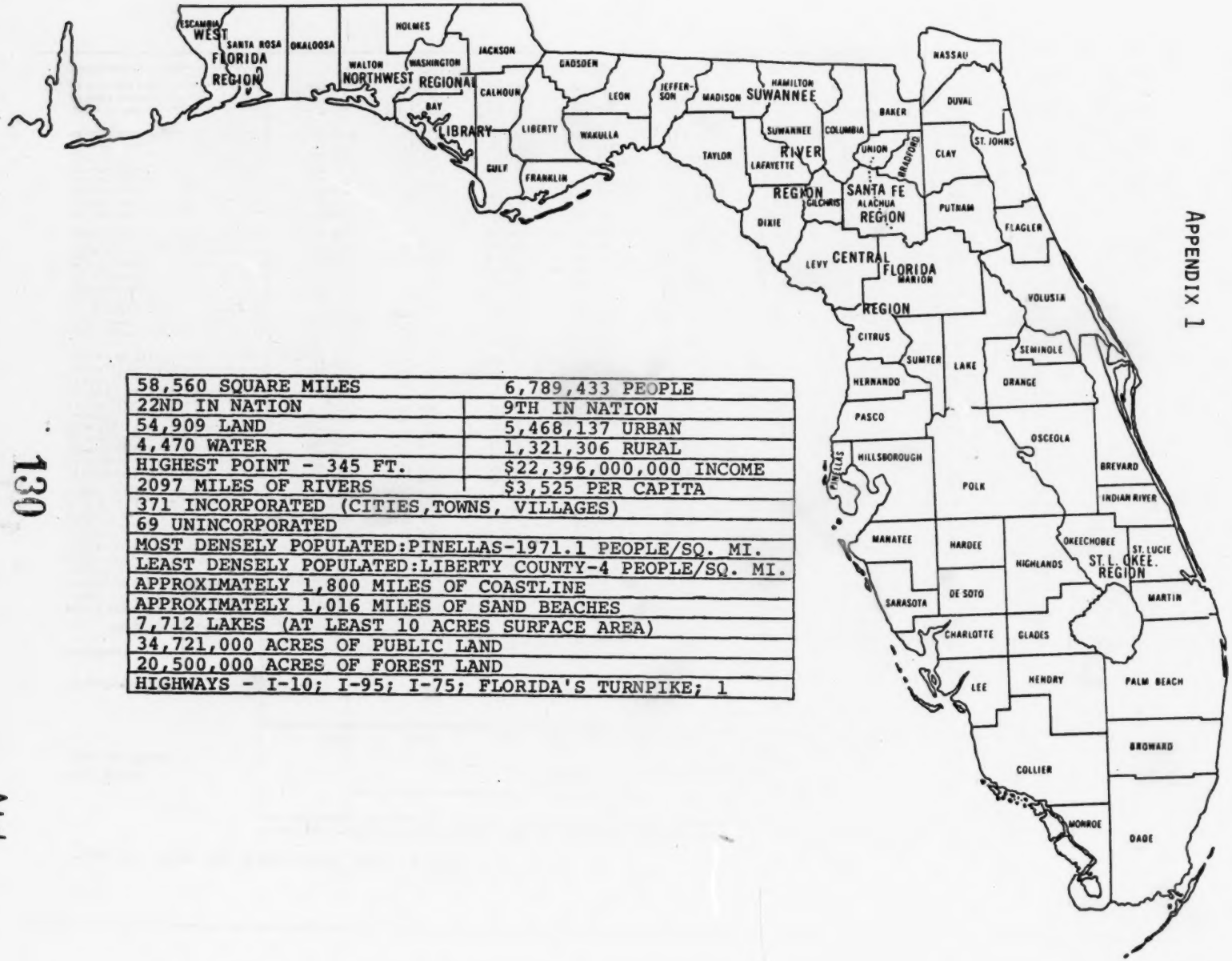
APPENDIX 2 --- Public Library Statistics

APPENDIX 3 --- Public Attitudes About Florida Public Libraries

APPENDIX 4 --- Modified Washington Formula Chart for Florida's State Universities

APPENDIX 5 --- Academic Library Statistics

Junior College Library Statistics



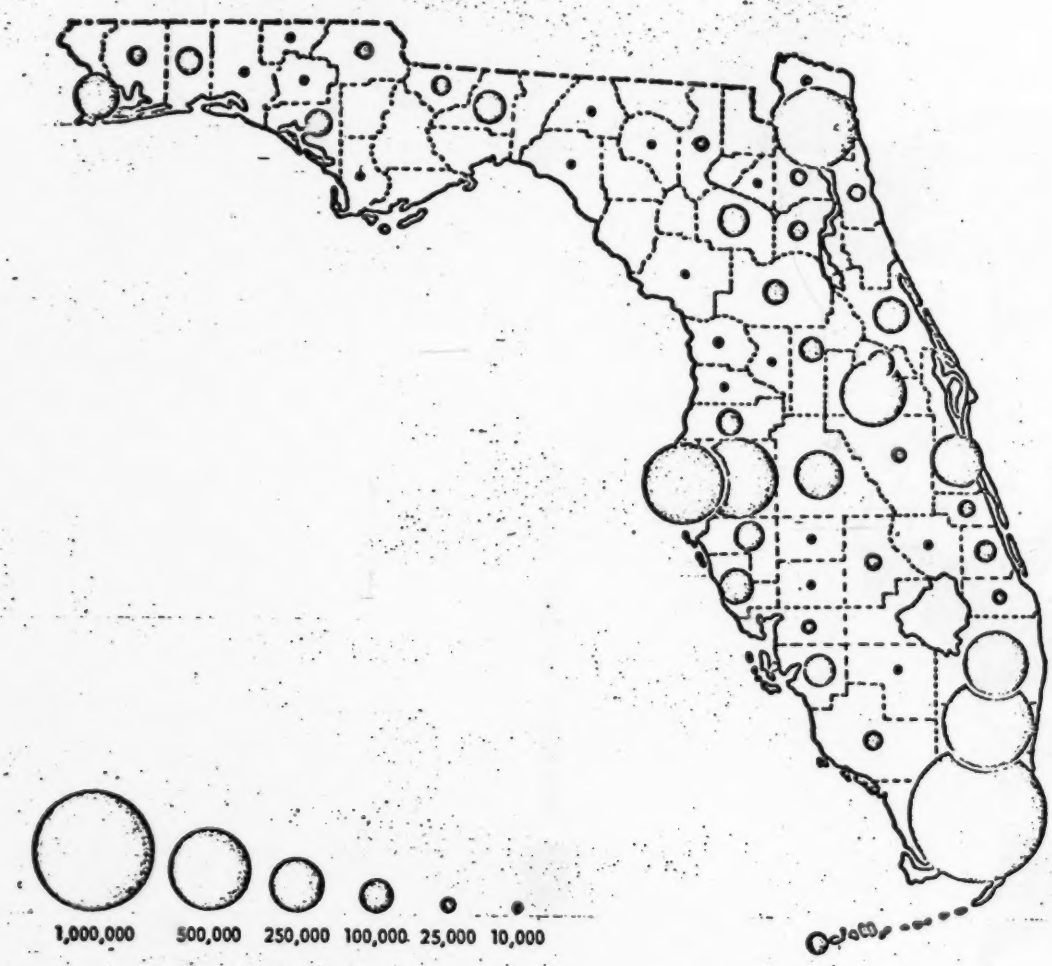
58,560 SQUARE MILES	6,789,433 PEOPLE
22ND IN NATION	9TH IN NATION
54,909 LAND	5,468,137 URBAN
4,470 WATER	1,321,306 RURAL
HIGHEST POINT - 345 FT.	$22,396,000,000 INCOME
2097 MILES OF RIVERS	$3,525 PER CAPITA
371 INCORPORATED (CITIES,TOWNS, VILLAGES)	
69 UNINCORPORATED	
MOST DENSELY POPULATED:PINELLAS-1971.1 PEOPLE/SQ. MI.	
LEAST DENSELY POPULATED:LIBERTY COUNTY-4 PEOPLE/SQ. MI.	
APPROXIMATELY 1,800 MILES OF COASTLINE	
APPROXIMATELY 1,016 MILES OF SAND BEACHES	
7,712 LAKES (AT LEAST 10 ACRES SURFACE AREA)	
34,721,000 ACRES OF PUBLIC LAND	
20,500,000 ACRES OF FOREST LAND	
HIGHWAYS - I-10; I-95; I-75; FLORIDA'S TURNPIKE; 1	

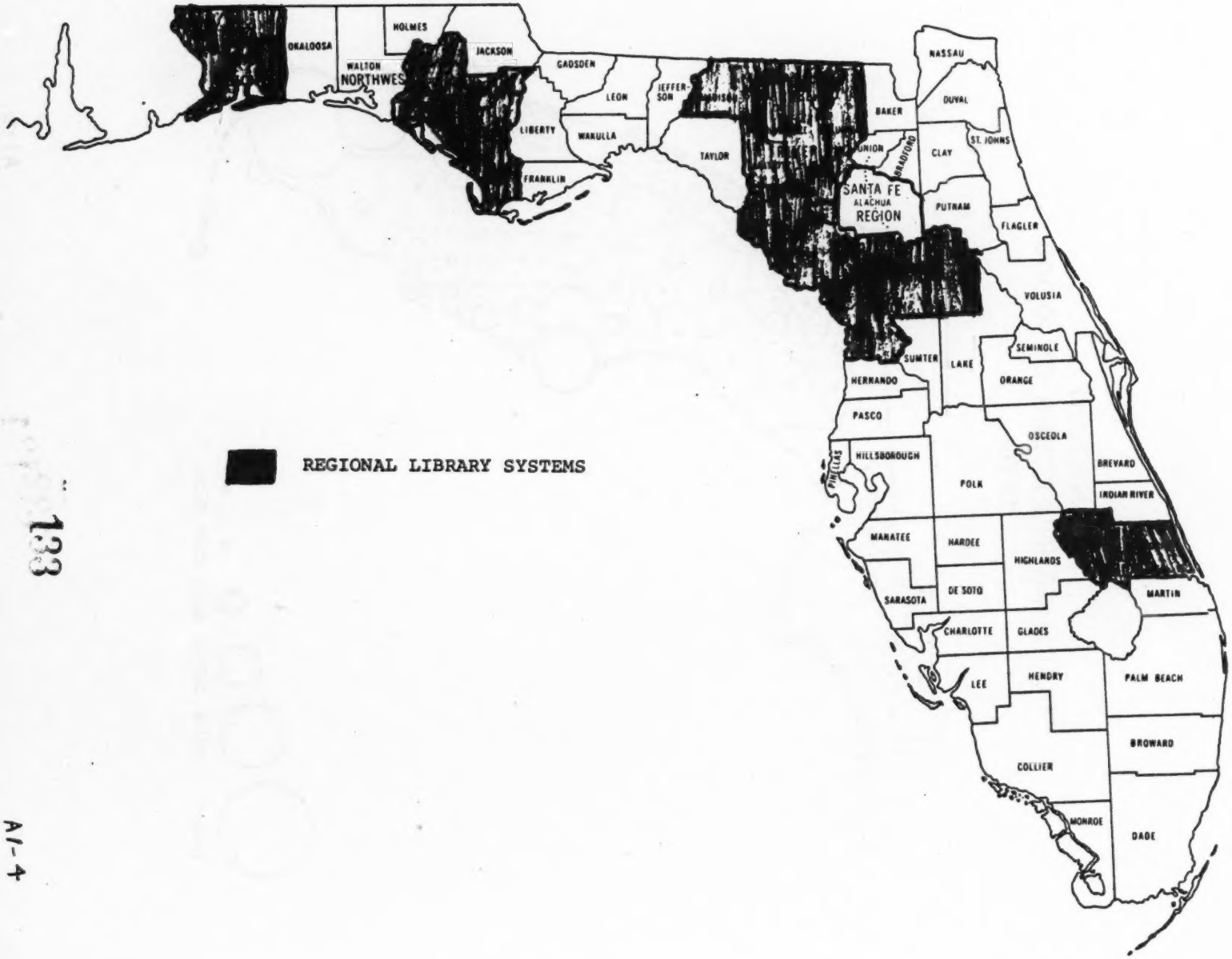
Table 20. Age by Race and Sex: 1970

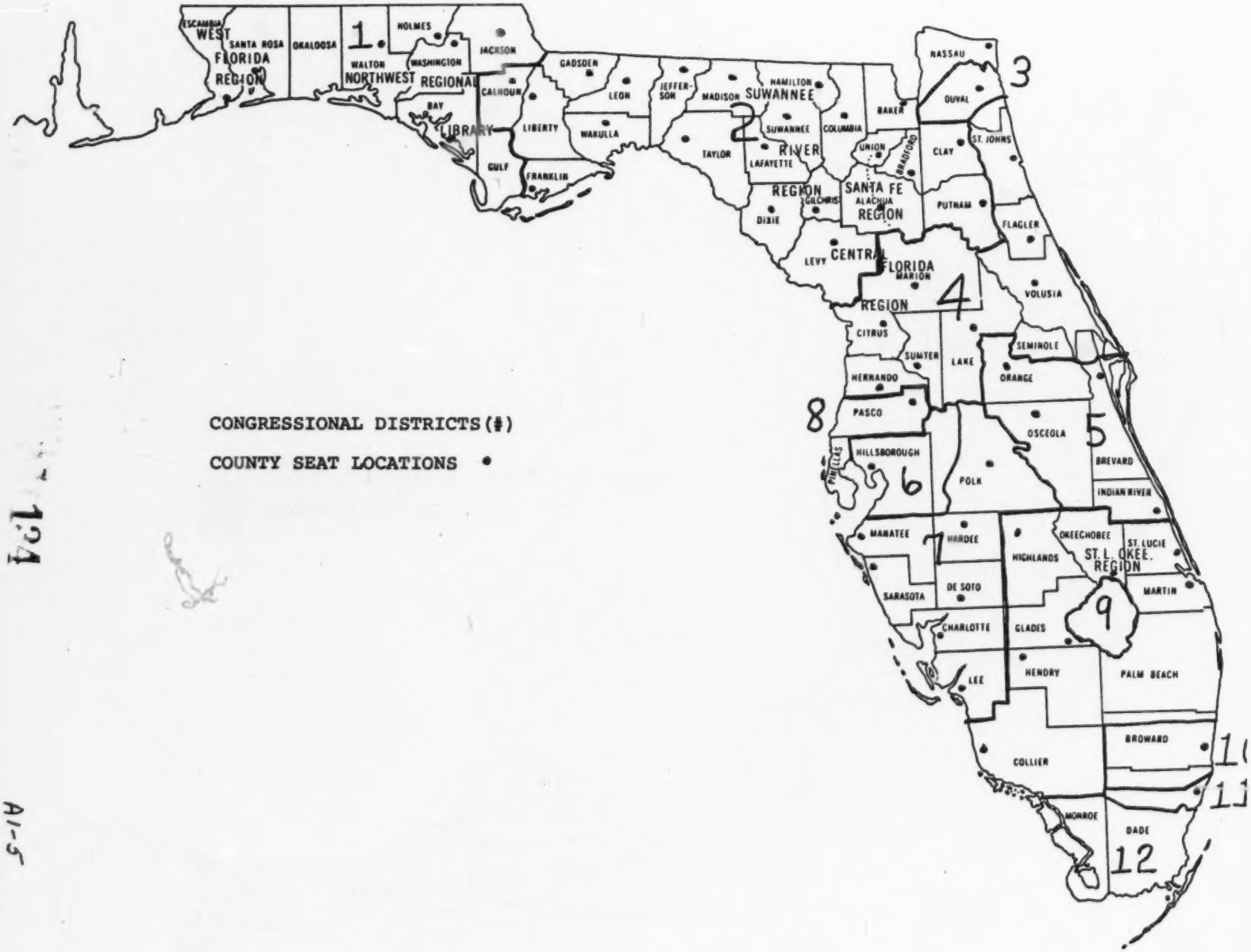
(For minimum base for derived figures (percent, median, etc.) and meaning of symbols, see text)

The State Size of Place	Total	Urban						Rural		
		Total	Urbanized areas			Other urban places of—		Total	Places of 1,000 to 2,500	Other rural
			Total	Central cities	Urban fringe	10,000 or more	2,500 to 10,000			
TOTAL POPULATION										
Both Sexes										
All ages	6 789 443	5 448 137	4 133 783	1 945 662	2 188 121	675 447	658 907	1 221 306	172 310	1 148 996
Under 1 year	103 043	80 739	60 050	29 390	30 660	10 503	10 186	22 304	2 680	19 624
1 year	97 949	76 838	57 192	27 276	29 916	9 970	9 676	21 111	2 497	18 614
2 years	94 807	74 325	55 340	26 500	28 840	9 806	9 179	20 482	2 434	18 048
3 years	99 856	78 183	58 110	27 217	30 893	10 366	9 707	21 673	2 658	19 015
4 years	105 524	82 684	61 607	28 775	32 832	10 749	10 328	22 840	2 683	20 157
5 years	114 835	90 159	66 701	30 694	36 007	11 813	11 645	24 676	2 977	21 699
6 years	119 311	94 086	69 893	31 999	37 894	12 467	11 726	25 225	2 962	22 263
7 years	121 900	95 856	71 128	32 543	38 585	12 714	12 014	26 044	2 996	23 048
8 years	123 572	97 103	71 945	32 765	39 177	12 954	12 204	26 469	3 100	23 369
9 years	126 096	99 385	73 683	33 356	40 327	13 203	12 499	26 711	3 020	23 691
10 years	132 653	104 682	77 184	35 010	42 174	14 124	13 374	27 971	3 338	24 633
11 years	126 869	100 204	73 871	33 565	40 306	13 646	12 687	26 665	3 083	23 582
12 years	129 033	101 895	75 285	34 093	41 192	13 718	12 892	27 138	3 254	23 884
13 years	126 977	100 458	74 320	33 795	40 525	13 385	12 753	26 519	3 123	23 396
14 years	127 482	100 539	74 381	34 097	40 284	13 436	12 722	26 943	3 238	23 705
15 years	124 191	98 287	72 953	33 748	39 205	12 923	12 411	25 904	3 058	22 846
16 years	119 421	94 322	70 023	32 592	37 431	12 647	11 652	25 099	2 941	22 158
17 years	115 522	91 958	68 520	32 618	35 902	12 235	11 203	23 564	2 850	20 714
18 years	111 656	90 361	68 916	34 957	33 959	11 729	9 716	21 295	2 679	18 616
19 years	105 986	87 102	67 617	36 407	31 210	10 391	9 094	18 884	2 448	16 436
20 years	105 736	87 195	68 365	37 832	30 533	9 821	9 009	18 541	2 387	16 154
21 years and over	4 357 024	3 541 776	2 696 699	1 266 430	1 430 269	422 847	422 230	815 248	111 904	703 344
Under 5 years	501 179	392 769	292 299	139 158	153 141	51 394	49 076	108 410	12 952	95 458
5 to 9 years	605 714	476 589	353 350	161 340	191 990	63 151	60 088	129 125	15 055	114 070
10 to 14 years	643 014	507 778	375 041	170 560	204 481	68 309	64 428	135 236	16 036	119 200
15 to 19 years	576 776	462 030	348 029	170 322	177 707	59 925	54 076	114 746	13 976	100 770
20 to 24 years	496 517	405 043	316 403	170 299	146 104	45 191	43 449	91 474	11 195	80 279
25 to 29 years	403 096	322 523	247 965	120 098	127 867	38 145	36 413	80 573	8 625	71 948
30 to 34 years	358 665	287 196	217 589	101 106	116 483	35 890	33 717	71 469	7 636	63 833
35 to 39 years	355 412	287 600	217 267	99 750	117 517	36 325	34 008	67 812	7 486	60 326
40 to 44 years	391 455	319 860	245 208	113 951	131 257	39 026	35 626	71 595	8 145	63 450
45 to 49 years	394 440	324 201	249 844	116 538	133 306	39 113	35 244	70 239	8 189	62 050
50 to 54 years	367 547	299 959	230 969	110 356	120 613	35 366	33 624	67 588	8 445	59 143
55 to 59 years	347 337	279 854	213 936	102 116	111 820	32 599	33 319	67 483	9 527	57 956
60 to 64 years	358 925	286 834	215 790	98 675	117 115	32 980	38 064	72 091	12 047	60 044
65 to 69 years	357 543	288 417	215 640	92 017	123 623	33 136	39 641	69 126	13 086	56 040
70 to 74 years	289 138	238 534	179 175	75 905	103 270	27 790	31 569	50 604	10 057	40 547
75 to 79 years	188 218	158 168	118 105	53 676	64 429	19 638	20 425	30 050	5 707	24 343
80 to 84 years	96 898	82 232	61 252	30 754	30 498	10 760	10 220	14 666	2 596	12 070
85 years and over	57 569	48 550	35 921	19 021	16 900	6 709	5 920	9 019	1 550	7 469
Under 18 years	2 109 041	1 661 703	1 232 186	570 036	662 150	220 659	208 858	447 338	52 892	394 446
62 years and over	1 204 794	988 013	739 215	329 323	409 892	117 825	130 973	216 781	40 479	176 302
65 years and over	989 366	815 901	610 093	271 373	338 720	98 033	107 775	173 465	32 996	140 469
Median age	32.3	32.9	33.1	32.0	34.0	31.6	33.3	30.1	35.5	29.5

POPULATION
COUNTIES IN EXCESS OF 10,000
1970

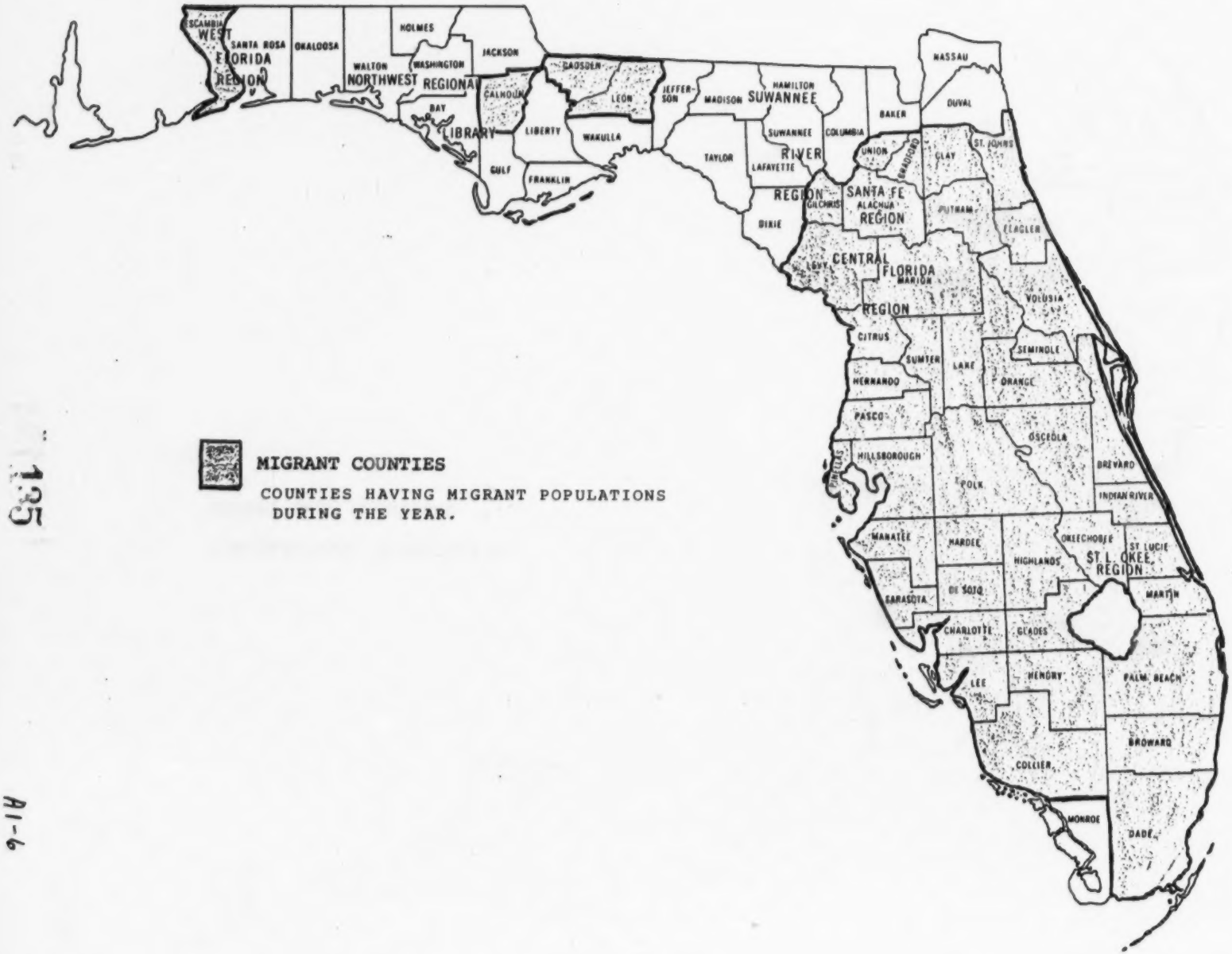



OKALOOSA
HOLMES
WALTON
NORTHWEST
JACKSON
GADSDEN
LEON
JEFFERSON
MADISON
LIBERTY
WAKULLA
TAYLOR
FRANKLIN
NASSAU
DUVAL
BAKER
UNION
BRADFORD
CLAY
ST. JOHNS
SANTA FE
ALACHUA
REGION
PUTNAM
FLAGLER
VOLUSIA
SUMTER
LAKE
SEMINOLE
ORANGE
HERNANDO
PASCO
OSCEOLA
PINELLAS
HILLSBOROUGH
POLK
BREVARD
INDIAN RIVER
MANATEE
HARDEE
HIGHLANDS
SARASOTA
DE SOTO
MARTIN
CHARLOTTE
GLADES
LEE
HENDRY
PALM BEACH
BROWARD
COLLIER
MONROE
DADE
REGIONAL LIBRARY SYSTEMS


ESCAMBIA
WEST
SANTA ROSA
FLORIDA
REGION
OKALOOSA
1
HOLMES
WALTON
WASHINGTON
NORTHWEST REGIONAL
BAY
LIBRARY
JACKSON
CALHOUN
GULF
FRANKLIN
GADSDEN
LIBERTY
WAKULLA
LEON
JEFFER-SON
MADISON
TAYLOR
HAMILTON
SUWANNEE
SUWANNEE
RIVER
REGION
LAFAYETTE
2
COLUMBIA
BAKER
UNION
BRADFORD
SANTA FE
ALACHUA
REGION
DIXIE
GILCHRIS
LEVY
CENTRAL
FLORIDA
REGION
MARION
4
CITRUS
SUMTER
LAKE
HERNANDO
PASCO
8
HILLSBOROUGH
PINELLAS
6
POLK
NASSAU
DUVAL
3
CLAY
ST. JOHNS
PUTNAM
FLAGLER
VOLUSIA
SEMINOLE
ORANGE
OSCEOLA
5
BREVARD
INDIAN RIVER
MANATEE
7
HARDEE
HIGHLANDS
OKEECHOBEE
ST. LUCIE
ST. L. OKEE.
REGION
SARASOTA
DE SOTO
MARTIN
9
CHARLOTTE
GLADES
LEE
HENDRY
PALM BEACH
COLLIER
BROWARD
1(
11
MONROE
DADE
12
CONGRESSIONAL DISTRICTS (#)
COUNTY SEAT LOCATIONS •

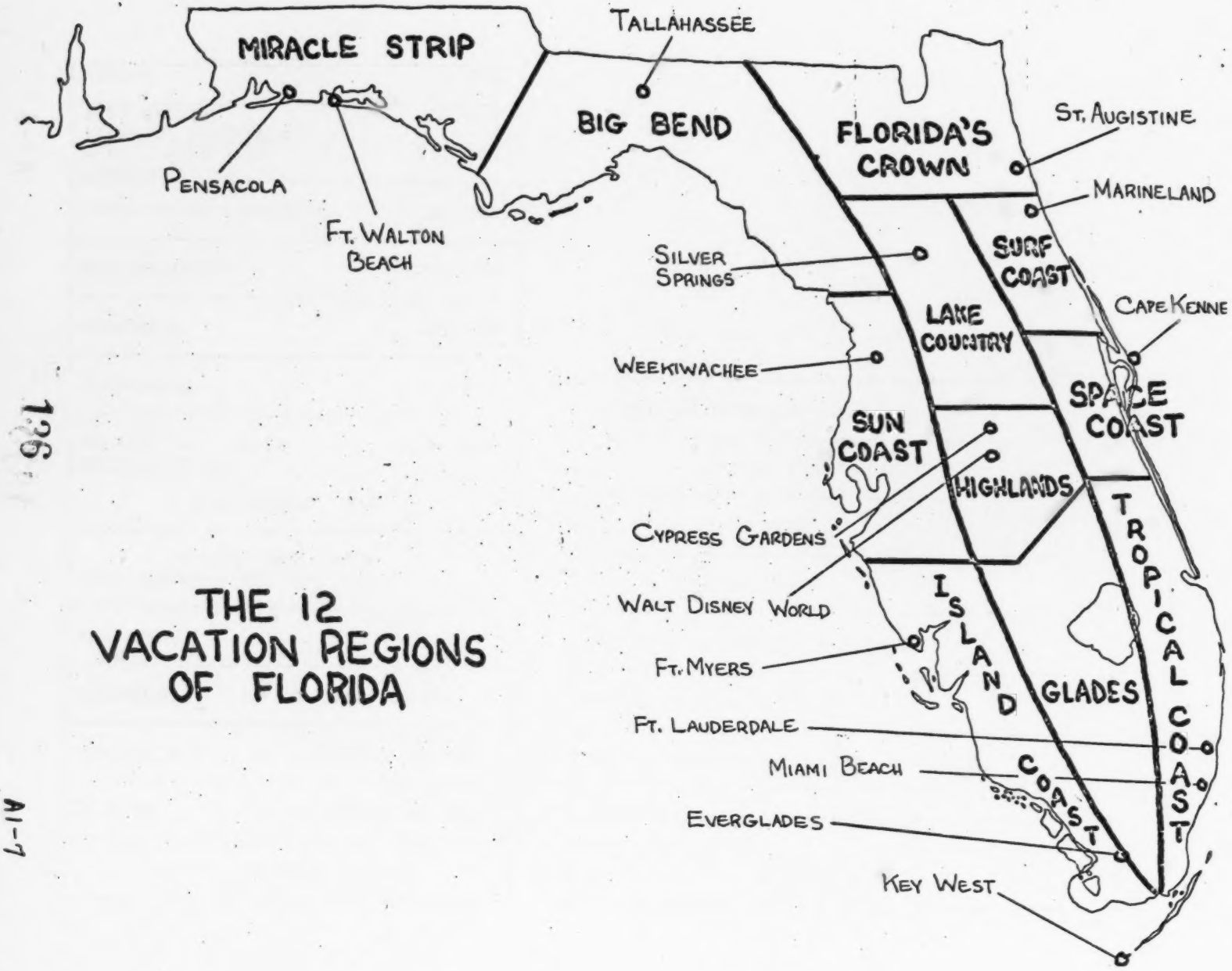
194

A1-5



MIGRANT COUNTIES

COUNTIES HAVING MIGRANT POPULATIONS DURING THE YEAR.



THE 12 VACATION REGIONS OF FLORIDA

INDUSTRY	
TOURISM	$3,625,787,000 (1970)
AGRICULTURE	$1,403,206,000 (1971)
FORESTRY	$165,000,000 (1971)
PHOSPHATE	$152,300,000 (1971)
1969 INCOME - $22,396,000,000 $3,525, Per Capita	
EMPLOYMENT, 1970	
Whole Sale, Retail TRADE	567,000
GOVERNMENT	399,000
SERVICES	397,000
MANUFACTURING	324,000
Contract CONSTRUCTION	172,000
TRANSPORTATION PUBLIC UTILITIES	155,000
FINANCE, INSURANCE REAL ESTATE	132,000
MINING	9,000

EDUCATION
1,577,413 STUDENTS - GRADES K-12 (1971)
234,176 STUDENTS - HIGHER EDUCATION (1971)
1,900 TOTAL SCHOOLS
COLLEGES, UNIVERSITIES: 1970
- 7 STATE
- 27 PRIVATE
- 2 STATE (UNDER DEVELOPMENT)
28 JUNIOR COLLEGES: 1971

APPENDIX 2

COMPARATIVE STATISTICS: CIRCULATION, HOLDINGS, ETC.

	TOTAL HOURS	TOTAL NUMBER OF REGISTERED BORROWERS	TOTAL CIRC.	% CIRC. AT HEADQUARTERS	% CIRC. AT BRANCHES	% CIRC. AT BOOKMOBILES	CIRCULATION PER CAPITA
CENTRAL FLA. REG. LIBRARY	63	41,383	373,455	39%	37%	24%	3.70
JACKSONVILLE	69	117,433	1,479,912	35%	57%	8%	2.69
NORTHWEST REGIONAL LIBRARY	63½	43,247	354,085	60%	23%	17%	3.39
ORLANDO PUBLIC	69	73,289	2,670,036	50.8%	44%	5.2%	7.84
ST. LUCIE-OKEECHOBEE REG.LIB.	60	N.A.	250,803	N.A.			4.04
SUWANNEE RIVER REG. LIBRARY	60½	N.A.	235,002	23%	58%	19%	3.18
WEST FLORIDA REG. LIBRARY	66	74,091	344,400	70%	20%	10%	1.41
ALACHUA							
SANTA FE REGIONAL LIBRARY	54	30,284	384,890	80%	8.8%	11.2%	3.67
BAKER							
MACCLENNY							
BAY *(See: Northwest Regional Library System)*							
BRADFORD COUNTY LIBRARY	36½	1,598	22,457	100%			1.53
BREVARD		127,102	1,206,057				5.24
CAPE CANAVERAL	64	6,232	87,323	100%			
COCOA BEACH	65	16,843	172,242	100%			
COCOA PUBLIC	64	16,066	55,835	100%			
EAU GALLIE	64	18,506	177,730	100%			
MELBOURNE	63	25,082	241,085	100%			
MERRITT ISLAND	64	12,742	167,444	100%			
MILDRED BRUNER	64	18,933	192,064	100%			
SATELLITE BEACH	68	12,698	112,334	100%			
BROWARD		112,736	1,583,763				2.55
DEERFIELD BEACH	41½	1,265	71,065	100%			
FORT LAUDERDALE	69	62,593	654,634	80%	4%	16%	
HALLANDALE	54	7,177	69,405	100%			
HOLLYWOOD	62	8,203	321,712	100%			
LAUDERDALE LAKES	18	882	9,398	100%			
MARGATE	76		21,872	100%			
MIRAMAR	15½	1,700	18,000	100%			
OAKLAND	50	6,733	56,696	100%			
PEMBROKE PINES	24	1,462	20,519	100%			
PLANTATION	52	14,075	141,896	100%			
POMPANO BEACH	54	5,182	151,232	100%			
WILTON MANORS	48	3,464	47,334	100%			
CALHOUN *(See: Northwest Regional Library System)*							
CHARLOTTE COUNTY LIB. SYSTEM	52	13,425	149,500		100%		5.42
CITRUS *(See: Central Florida Regional Library System)*							
CLAY COUNTY PUBLIC LIBRARY	48	13,494	95,934	100%			2.99
COLLIER COUNTY FREE PUB. LIB.	64	11,200	169,874	95%	5%		4.47
COLUMBIA *(See: Suwannee River Regional Library System)*							

COMPARATIVE STATISTICS - CONTINUED

	SQ. FT. OF FLOOR SPACE	SEATING CAPACITY	NO. OF BOOKS &BOUND PERIOD-ICALS	NO. OF PERIODICAL SUBSCRIP-TIONS	NO. OF NEWSPAPER SUBSCRIP-TIONS	NO. OF PERIOD-ICAL INDEXES	NO. OF PHONO-GRAPH RECORDS	NO. OF FRAMED PICTURES	VOLUMES PER CAPITA
CENTRAL FLA. REG. LIB.	29.000	135	105.614	111	7	2	1.600	152	1.05
JACKSONVILLE	122.130	275	491.310	325	10	12	5.439	806	.89
NORTHWEST REGIONAL LIB.	28.000	250	81.023	125	10	2	1.343	---	.78
ORLANDO PUBLIC LIB.	60.000	360	349.372	775	48	52	5.229	128	1.02
ST. [redacted]-OKEECHOBEE REG.	------	---	54.009	---	--	--	2.470	---	.87
SUWANNEE RIVER REG. LIB.	6.000	---	78.931	45	3	2	------	---	1.07
WEST FLORIDA REG. LIB.	24.000	154	120.000	205	8	4	1.500	---	.50
ALACHUA									
SANTA FE REG. LIB.	17.500	75	81.412	113	14	2	1.299	42	.78
BAKER									
MACCLENNY									
BAY *(See: Northwest Regional Library System)*									
BRADFORD COUNTY LIBRARY	3.000	40	10.656	15	0	1	355	---	0.73
BREVARD			299.220						1.30
CAPE CANAVERAL	2.400	28	12.683	80	7	2	179	---	
COCOA BEACH	15.312	162	40.352	243	8	3	1.200	24	
COCOA PUBLIC	14.000	104	51.637	198	8	3	362	19	
EAU GALLIE	9.331	100	41.243	125	9	1	523	---	
MELBOURNE	9.500	72	57.344	117	11	2	807	15	
MERRITT ISLAND	17.500	220	24.642	105	8	1	490	0	
MILDRED BRUNER	2.400	25	39.053	100	6	1	802	5	
SATELLITE BEACH	4.460	110	32.266	142	8	1	54	0	
BROWARD			326.667						.53
DEERFIELD BEACH	8.000	84	15.042	26	4	--	177	---	
FORT LAUDERDALE	24.000	215	158.302	600	36	17	2.864	---	
HALLANDALE	6.500	75	16.352	107	8	3	1.631	7	
HOLLYWOOD	6.000	75	51.309	155	16	1	-----	---	
LAUDERDALE LAKES	853	24	6.239	4	--	--	-----	---	
MARGATE	600	10	------	---	--	--	---	---	
MIRAMAR	18.000	21	10.000	10	--	--	---	---	
OAKLAND	2.000	42	16.016	35	3	9	400	---	
PEMBROKE PINES	850	15	7.050	2	1	0	103	---	
PLANTATION	9.750	123	27.723	102	5	5	801	110	
POMPANO BEACH	------	---	11.500	80	8	2	191	---	
WILTON MANORS	2.040	36	7.134	58	3	7	---	---	
CALHOUN *(See: Northwest Regional Library System)*									
CHARLOTTE Co. LIB. SYSTEM	10.500	65	43.093	---	---	---	1.000	---	1.56
CITRUS *(See: Central Florida Regional Library System)*									
CLAY COUNTY PUB. LIB.	6.000	40	29.810	52	2	2	1.390	4	.92
COLLIER COUNTY FREE LIB.	6.960	89	32.085	75	--	1	---	---	.84
COLUMBIA *(See: Suwannee River Regional Library System)*									

COMPARATIVE STATISTICS - CONTINUED

	TOTAL HOURS	TOTAL NUMBER OF REGISTERED BORROWERS	TOTAL CIRC.	% CIRC. AT HEADQUARTERS	% CIRC. AT BRANCHES	% CIRC. AT BOOKMOBILES	CIRCULATION PER CAPITA
DADE		224,947	3,509,106				2.77
Brockway Memorial	61	3,536	60,686	100%			
Hialeah J.F.K. Library	62	42,411	310,260	90%	10%		
Lafe Allen Mem. of N. M. B.	51		129,078	100%			
Lily Lawrence Bow	47½	2,501	28,091	100%			
Miami Beach	62½	53,343	456,208	100%			
Miami Public Library	68	117,201	2,386,925	13%	63%	24%	
North Miami	58	5,307	129,486	100%			
Opa-Locka	24	648	7,372	100%			
DESOTO County Public Library	No Report						
DIXIE *(See: Suwannee River Regional Library System)*							
DUVAL *(See: Jacksonville Library System)*							
ESCAMBIA *(See: West Florida Regional Library System)*							
FLAGLER							
FRANKLIN							
Apalachicola	No Report						
Carrabelle	No Report						
GADSDEN							
GILCHRIST *(See: Suwannee River Regional Library System)*							
GLADES							
GULF *(See: Northwest Regional Library System)*							
HAMILTON *(See: Suwannee River Regional Library System)*							
HARDEE							
Ausley Memorial	12	665	11,916	100%			.80
HENDRY		3,434	22,496				1.90
Clewiston	44	2,905	22,496	100%			
LaBelle	9½	529		100%			
HERNANDO							
F.E. Lykes Jr., Memorial	38	7,747	No Report				
T.G. Masaryk	No Report						
HIGHLANDS		5,690	78,100				2.65
Avon Park	19	1,500	23,971	100%			
Sebring	40	4,190	54,129	100%			
HILLSBOROUGH							
Tampa	68		1,496,387	19%	75%	6%	3.05
HOLMES							
INDIAN RIVER County Library	42	15,844	149,138	100%			4.14
JACKSON County Library	12		6,451	100%			.19

COMPARATIVE STATISTICS - CONTINUED

	SQ. FT. OF FLOOR SPACE	SEATING CAPACITY	NO. OF BOOKS & BOUND PERIODICALS	NO. OF PERIODICAL SUBSCRIPTIONS	NO. OF NEWSPAPER SUBSCRIPTIONS	NO. OF PERIODICAL INDEXES	NO. OF PHONOGRAPH RECORDS	NO. OF FRAMED PICTURES	VOLUMES PER CAPITA
DADE			897.878						.71
Brockway Memorial	7.200	100	6.500	70	5	--	200	---	
Hialeah J.F.K. Library	28.590	216	35.813	366	15	6	1.942	---	
Lake Allen of N. Mia.Bch.	------	130	35.352	50	10	1	---	---	
Lily Lawrence Bow	3.060	45	5.600	---	--	--	---	---	
Miami Beach	28.800	190	55.811	515	39	10	2.678	---	
Miami Publ.c	61.850	375	746.184	1.360	100	22	12.382	120	
North Miami	10.000	95	11.400	115	5	2	---	---	
Opa-Locka	4.000	57	1.218	27	1	1	---	---	
DESOTO Co. Pub. Library									
DIXIE (See: Suwannee River Regional Library System)									
DUVAL (See: Jacksonville Library System)									
ESCAMBIA (See: West Florida Regional Library System)									
FLAGLER									
FRANKLIN									
Apalachicola									
Carrabelle									
GADSDEN									
GILCHRIST (See: Suwannee River Regional Library System)									
GLADES									
GULF (See: Northwest Regional Library System)									
HAMILTON (See: Suwannee River Regional Library System)									
HARDEE									
Ausley Memorial	1.308	10	16.875	3	1	--	---	---	1.14
HENDRY			16.199						1.37
Clewiston	4.700	40	11.835	56	4	2	174	50	
LaBelle	------	35	4.364	---	--	--	---	2	
HERNANDO									
F.E. Lykes.Jr. Memorial	------	---	26.554	69	5	--	---	---	1.56
T.G. Masaryk	No Report								
HIGHLANDS			31.988						
Avon Park	1.800	30	16.000	20	3	5	---	---	1.08
Sebring			15.988	35	7	4	---	---	
HILLSBOROUGH									
Tampa	108.000	600	321.816	868	32	15	6.013	535	.66
HOLMES									
INDIAN RIVER Co. Library	7.950	59	43.437	96	11	4	2.591	---	1.21
JACKSON County Library	------	12	4.487	---	--	--	---	---	.13

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COMPARATIVE STATISTICS - CONTINUED

	TOTAL HOURS	TOTAL NUMBER OF REGISTERED BORROWERS	TOTAL CIRC.	% CIRC. AT HEADQUARTERS	% CIRC. AT BRANCHES	% CIRC. AT BOOKMOBILES	CIRCULATION PER CAPITA
JEFFERSON							
LAFAYETTE *(See: Suwannee River Regional Library System)*							
LAKE			212.412				3.05
Cooper Memorial	33	1.464	22.135	100%			
Eustis Memorial	39½	1.969	40.821	100%			
Groveland	9	125	1.392				
Leesburg	55	7.577	99.888	90%	10%		
Mount Dora	34		35.000				
Tavares	16	554	13.176	100%			
LEE			402.903				3.83
Fort Myers Beach	25	8.900	50.625	100%			
Lee County Free	57	24.854	352.278	100%			
LEON County Public Library	69		335.615				3.25
LEVY *(See: Central Florida Regional Library System)*							
LIBERTY							
MADISON *(See: Suwannee River Regional Library)*							
MANATEE			329.440				3.39
Bradenton Beach	32	204	8.316	100%			
Manatee County Library	58	28.237	321.124	44%	42%	14%	
Longboat Key	No Report						
MARION *(See: Central Florida Regional Library System)*							
MARTIN County Public Library	49	14.194	86.294	94%		6%	3.03
MONROE County Public Library	52	36.800	271.581	40%	41%	19%	5.15
NASSAU *(See: Jacksonville Library System)*							
OKALOOSA			164.261				1.86
Crestview	56	3.000	38.375	100%			
Destin	5	391	5.521	100%			
Fort Walton	60	11.188	120.365	100%			
Valparaiso							
OKEECHOBEE *(See: St. Lucie-Okeechobee Regional Library System)*							
ORANGE *(See Also: Orlando Public Library)*							
Maitland	54	3.618	134.696	100%			17.96
Winter Park	49½	10.825	199.797	100%			4.05
OSCEOLA *(See Also: Orlando Public Library)*							
Frank D. Berlin	9+		1.376	100%			----

COMPARATIVE STATISTICS - CONTINUED

	SQ.FT. OF FLOOR SPACE	SEATING CAPACITY	NO. OF BOOKS & BOUND PERIOD-ICALS	NO. OF PERIODICAL SUBSCRIP-TIONS	NO. OF NEWSPAPER SUBSCRIP-TIONS	NO. OF PERIOD-ICAL INDEXES	NO. OF PHONO-GRAPH RECORDS	NO. OF FRAMED PICTURES	VOLUMES PER CAPITA
JEFFERSON									
LAFAYETTE *(See: Suwannee River Regional Library System)*									
LAKE			98,209						1.42
Cooper Memorial	2,030	16	15,695	28	3	1	110	---	
Eustis Memorial	2,494	28	15,317	41	3	1	200	---	
Groveland	------	12	4,278	---	--	--	---	---	
Leesburg	6,500	63	35,319	180	12	2	472	23	
Mount Dora	------	---	17,600	15	3	2		---	
Tavares	756	5	10,000	6	--	--	---	---	
LEE			107,249						1.02
Fort Myers Beach	2,700	25	16,725	18	4	1	225	---	
Lee County Free	------	---	90,524	99	6	1	2,148	---	
LEON County Pub. Library	1,500	139	89,141	224	14	2	---	---	.87
LEVY *(See: Central Florida Regional Library System)*									
LIBERTY									
MADISON *(See: Suwannee River Regional Library System)*									
MANATEE			100,500						1.03
Bradenton Beach	648	6	10,500	---	--	--	---	---	
Manatee County	7,500	32	90,000	100	10	1	600	---	
Longboat Key		---	------	---	--	--	---	---	
MARION *(See: Central Florida Regional Library)*									
MARTIN County Public Lib.	6,483	68	32,057	112	10	1	250	---	1.14
MONROE County Public Lib.	5,724	111	79,772	160	3	5	1,175	15	1.52
NASSAU *(See: Jacksonsville Library System)*									
OKALOOSA			54,362						0.62
Crestview	------	25	23,421	15	3	1	---	---	
Destin	1,400	16	8,152	---	--	--	---	---	
Fort Walton	5,700	56	22,789	101	8	3	463	64	
Valparaiso	1,600	22	N. R.		20	--	---	---	
OKEECHOBEE *(See: St. Lucie-Okeechobee Regional Library System)*									
ORANGE *(See Also: Orlando Public Library)*									
Maitland	3,750	50	18,769	59	6	1	---	---	
Winter Park	10,416	96	58,216	145	11	1	1,600	---	
OSCEOLA *(See Also: Orlando Public Library)*									
Frank D. Berlin Lib.	------	5	2,825	---	--	--	---	---	----

COMPARATIVE STATISTICS - CONTINUED

	TOTAL HOURS	TOTAL NUMBER OF REGISTERED BORROWERS	TOTAL CIRC.	% CIRC. AT HEADQUARTERS	% CIRC. AT BRANCHES	% CIRC. AT BOOKMOBILES	CIRCULATION PER CAPITA
PALM BEACH			1,122,798				3.22
Palm Beach Headquarters	45	5,912	82,532		44%	56%	
Belle Glade	50	5,353	38,942	100%			
Boca Raton	56	6,717	149,123	100%			
Delray Beach	58	9,111	127,956	100%			
Lake Park	54	3,673	65,653	100%			
North Palm Beach	46	3,827	51,289	100%			
Pahokee	40	350	4,716	100%			
Riviera Beach	58	6,624	70,433	100%			
West Palm Beach	63½	10,627	207,863	100%			
TOTAL PALM BEACH CO. SYSTEM		51,794	798,500				
Boynton Beach	46	9,115	80,833	100%			
Greenacres	15	565	12,113	100%			
Lake Worth	61	29,795	227,342	100%			
Lantana	10	664	4,010	100%			
PASCO			195,009				2.57
Aripeka	6	50	1,000	100%			
Hugh Embry	42	3,714	28,497	100%			
New Port Richey	57	7,758	135,864	100%			
Zephyrhills	22	3,289	29,648	100%			
PINELLAS			2,875,983				5.50
Clearwater	No Report						
Dunedin	56	6,326	25,011	100%			
Gulf Beaches	49	9,079	75,378	100%			
Gulfport	60½	2,500	96,120	100%			
Largo	50	11,382	126,812	100%			
Pinellas	61	5,330	95,859	100%			
St. Petersburg Beach	50	2,281	101,685	100%			
St. Petersburg Public	68½	52,360	2,329,118	63%	30%	7%	
Seminole Ridge	No Report						
Tarpon Springs	47	3,500	26,000	100%			
POLK			505,101				2.22
Auburndale	28	3,400	47,486	100%			
Bartow	54	5,607	64,780	100%			
Eagle Lake	No Report						
Fort Meade	40	1,214	9,496				
Frostproof	12	514	6,295	100%			
Haines City	45	2,561	36,477	100%			
Lake Alfred	6	712	1,606	100%			
Lake Wales	No Report						
Lakeland	57½	21,559	317,619	70%	17%	13%	
Polk City	6	350		100%			
Winter Haven	58	15,536	21,342	100%			
PUTNAM			51,654				1.42
Crescent City	6	900	4,015	100%			
Melrose	15	75	6,000	100%			
Palatka	54		38,602	100%			
Woman's Club of Welaka	7	8,862	3,037	100%			
ST. JOHNS							
St. Augustine	No Report						----

ST. LUCIE *(See: St. Lucie-Okeechobee Regional Library System)*

COMPARATIVE STATISTICS - CONTINUED

	SQ.FT. OF FLOOR SPACE	SEATING CAPACITY	NO. OF BOOKS & BOUND PERIOD-ICALS	NO. OF PERIODICAL SUBSCRIP-TIONS	NO. OF NEWSPAPER SUBSCRIP-TIONS	NO. OF PERIOD-ICAL INDEXES	NO. OF PHONO-GRAPH RECORDS	NO. OF FRAMED PICTURES	VOLUMES PER CAPITA
PALM BEACH			306 783						0.88
Palm Bch.Co. Headquarters	4.141	---	20.117	104	13	6	---	---	
Belle Glade	4,400	65	17.350	49	4	2	246	---	
Boca Raton	3.989	45	34.000	61	12	7	1.080	---	
Delray Beach	12.500	86	34.273	173	16	1	974	27	
Lake Park	4,970	76	11.963	39	3	2	187	---	
North Palm Beach	14.708	75	10.631	42	6	1	---	---	
Pahokee	4,305	109	8,500	12	4	4	100	---	
Riviera	3.568	48	24.863	88	6	2	149	6	
West Palm Beach	28.000	---	50.312	106	14	1	1.044	125	
TOTAL PALM BCH.SYSTEM	------	---	212.009	674	78	26	3.780	158	
Boynton Beach	3.862	63	22.250	49	6	1	220	---	
Greenacres	884	---	18.015	---	--	--	---	---	
Lake Worth	8.303	222	49.209	110	8	1	2.000	---	
Lantana	1.600	60	5.300	---	--	--	---	---	
PASCO			59.691						0.78
Aripeka	180	30	3.000	---	--	--	---	---	
Hugh Embry	------	74	20.000	55	2	4	---	9	
New Port Richey	4.000	80	25.021	34	4	1	---	---	
Zephyrhills	2.400	25	11.670	40	4	1	---	---	
PINELLAS			551,416						1.04
Clearwater	------	---	120.000	--	--	--	---	---	
Dunedin	5.800	82	24.786	44	7	5	---	---	
Gulf Beaches	6.500	50	24.975	15	5	3	423	4	
Gulfport	------	24	35.678	14	3	--	---	---	
Largo	2.800	50	22.789	39	4	1	266	---	
Pinellas	6.000	52	23.705	71	5	1	---	---	
St. Petersburg Beach	9.000	78	16.867	26	3	2	---	---	
St. Petersburg Public	44.712	328	265.116	17	9	--	---	---	
Seminole Ridge	------	---	------	---	--	--	---	---	
Tarpon Springs	2.100	38	17.500	14	1	1	150	---	
POLK			180.461						0.79
Auburndale	------	46	19.244	25	--	1	125	---	
Barton	7.450	102	25.966	97	8	1	726	14	
Eagle Lake	------	---	------	---	--	--	---	---	
Fort Meade	------	12	9.299	31	2	--	---	---	
Frostproof	868	20	6.044	4	1	1	---	---	
Haines City	3.640	60	15.004	33	1	1	32	---	
Lake Alfred	------	---	6.182	---	--	--	---	---	
Lake Wales	------	---		---	--	--	---	---	
Lakeland	21.000	200	76.420	204	11	5	1.925	91	
Polk City	1.800	---		---	--	--	---	---	
Winter Haven	5.800	125	22.302	18	2	6	177	---	
PUTNAM			44.387						1.22
Crescent City	1.800	100	9.375	---	--	--	15	6	
Melrose	540	---	3.800	---	--	--	---	---	
Palatka	------	---	27.625	75	5	6	---	11	
Woman's Club of Welaka	------	---	3.587	2	--	2	---	---	
ST. JOHNS									
St. Augustine									
ST. LUCIE *(See: St. Lucie-Okeechobee Regional Library System)*									

COMPARATIVE STATISTICS - CONTINUED

	TOTAL HOURS	TOTAL NUMBER OF REGISTERED BORROWERS	TOTAL CIRC.	% CIRC. AT HEADQUARTERS	% CIRC. AT BRANCHES	% CIRC. AT BOOKMOBILES	CIRCULATION PER CAPITA
SANTA ROSA *(See: West Florida Regional Library System)*							
SARASOTA			617.563				5.13
Elsie Quirk	52	3,459	99,136	100%			
Sarasota	60	21,000	364,303	75%		25%	
Venice	54	9,071	154,124	100%			
SEMINOLE			94,011				1.12
Memorial	No Report						
Sanford	44½	11,626	66,615	100%			
South Seminole	25	670	27,396	100%			
SUMTER			8,236				0.55
Bushnell	25½	1,097	8,236	100%			
Webster	No Report						
Wildwood	50			100%			
SUWANNEE *(See: Suwannee River Regional Library System)*							
TAYLOR County Public Library	44	5,893	43,743	74%		26%	3.21
UNION							
VOLUSIA County Public Library	56		795,961	17%	76%	7%	4.70
WAKULLA							
WALTON							
WASHINGTON *(See: Northwest Regional Library System)*							
TOTAL STATE			23,042,107				3.39

COMPARATIVE STATISTICS - CONTINUED

	SQ.FT. OF FLOOR SPACE	SEATING CAPACITY	NO. OF BOOKS & BOUND PERIOD-ICALS	NO. OF PERIODICAL SUBSCRIP-TIONS	NO. OF NEWSPAPER SUBSCRIP-TIONS	NO. OF PERIOD-ICAL INDEXES	NO. OF PHONO-GRAPH RECORDS	NO. OF FRAMED PICTURES	VOLUMES PER CAPITA
SANTA ROSA *(See: West Florida Regional Library System)*									
SARASOTA			146,732						1.21
ELSIE QUIRK	1,800	20	15,527	39	6	1	559	---	
SARASOTA	6,000	46	106,303	60	7	2	2,400	---	
VENICE	------	80	24,902	96	7	1	---	---	
SEMINOLE			38,058						0.45
MEMORIAL	------	---		---	--	--	---	---	
SANFORD	4,400	---	29,000	55	5	1	---	---	
SOUTH SEMINOLE	4,380	24	9,058	---	1	--	---	---	
SUMTER			12,765						0.86
BUSHNELL	957	15	7,765	---	1	--	---	---	
WEBSTER	------	---	------	---	--	--	---	---	
WILDWOOD	2,800	41	5,000	12	1	--	---	---	
SUWANNEE *(See: Suwannee River Regional Library System)*									
TAYLOR COUNTY PUBLIC LIB.	2,134	15	18,791	22	2	1	364	---	1.38
UNION									
VOLUSIA COUNTY PUB. LIB.	6,600	44	231,136	200	20	3	6,156	---	1.36
WAKULLA									
WALTON									
WASHINGTON *(See: Northwest Regional Library System)*									
STATE LIBRARY			133,295						
TOTAL STATE			5,707,251						0.84

APPENDIX 3

PUBLIC ATTITUDES ABOUT FLORIDA LIBRARIES

INTRODUCTION

The following section presents a picture of the perception by Florida Citizens of the State's library system. Two surveys were conducted - one of the general public and one of patrons at selected public libraries. The results from each of the surveys are presented in this section.

GENERAL SURVEY OF FLORIDA POPULATION

The primary purpose of this survey was to estimate the number of Floridians who use the public library services throughout the State. Additional information concerning the general public's attitude or perception of public library services was also gathered in order to present a composite view of the state library system as seen by those people it serves.

A sample of approximately 1,550 names was drawn from the complete set of Florida telephone directories with the allocation proportional to the 1970 population of each of the State's 67 counties.

Response to General Survey

Category	Respondents	Percent
Responses (both full and partial)	967	62.4
Refusals	99	6.4
Phones not in service	126	8.1
No Answer	358	23.1
Total	1,550	100.0

Source: Spindletop Research, Inc.

Frequency of Library Visits
(Regular Patrons)

Frequency	Percent
Once a week or more	22.4
More than once a month	21.0
Once a month	26.8
More than once a year	21.0
Once a year	8.8
Total	100.0

Source: Spindletop Research, Inc.

Educational Attainment of Library Users and Non-Users

Category	Percent of Library: Users	Non-Users	Present of Current Non-Users Who Expect Furure Use:
College Graduates	37.6	14.1	21.2
High School Graduates	41.0	50.6	52.7
Non-High School Graduates	14.6	30.0	24.0
Refused Information	6.8	5.3	2.1
Totals	100.0	100.0	100.0

Source: Spindletop Research, Inc.

Age Groupings of Library Users and Non-Users

Age Category	Percent of Library: Users	Non-Users	Percent of Current Non-Users Who Expect Future Use:
Under 18 years	8.3	4.9	9.6
18-35 years	26.9	19.0	24.6
36-55 years	36.7	30.8	33.6
Over 55	23.2	37.0	26.7
Refused Age	4.9	8.3	5.5
Totals	100.0	100.0	100.0

Source: Spindletop Research, Inc.

SURVEY OF LIBRARY USERS

The questionnaire survey of Florida library users was conducted at 30 public libraries and their branches which were selected randomly from the Florida Library Directory. A total of 3,000 questionnaires was distributed to the selected libraries; each library receiving a number of questionnaires proportional to their published 1970 circulation figures.

The questionnaire was designed to provide a variety of information concerning a particular user's perception of a given library. Each library was instructed to make the questionnaires available to the users in such a manner that their anonymity of expression was assured. A total of 2,167 were returned-a figure which serves as the base for reporting percentages in the following analyses.

Library Users by Age Category

Age Category	Percent of Users
12-18 years	9.6
19-34 years	24.8
35-54 years	25.8
55-65 years	18.3
Over 65 years	15.1
No Response	6.4
Total	100.0

Source: Spindletop Research, Inc.

Library Users by Educational Level

Highest Education Attained	Percent of Users
Grades 1 through 8	2.2
Some High School	10.6
High School Graduate	21.2
Some College	29.0
College Graduate	30.6
No Response	6.4
Total	100.0

Source: Spindletop Research, Inc.

Library Users by Combined Annual Household Income

Income Category	Percent of Users
Under $3,000	5.1
$3,000 to $5,000	8.0
$5,001 to $10,000	27.7
$10,001 to $15,000	21.6
Over $15,000	16.0
Total	100.0

Source: Spindletop Research, Inc.

Library Users by Occupation

Occupation	Percent of Users
Student	20.0
Housewife	27.0
Retired	20.3
Salaried	32.7
Self-Employed	15.3

Source: Spindletop Research, Inc.

Residence of Library Users by Location and Duration

Location	Percent of Users
Within City Limits	61.6
Outside City Limits	32.2
No Response	6.2
Total	100.0

Duration	At This Address	Percent In Florida
Less then one year	12.5	4.5
One to five years	31.2	20.3
Five to ten years	19.3	15.6
More than ten years	30.6	51.9
No Response	6.4	7.7
Total	100.0	100.0

Source: Spindletop Research, Inc.

Distance Traveled to Library by Florida Users

Distance	Percent of Users
Less than one mile	24.2
Between one and three miles	27.7
Between three and five miles	30.0
More than five miles	18.1
Total	100.0

Source: Spindletop Research, Inc.

Frequency of Visits by Library Users

Frequency	Percent of Users
Every Week	54.5
Every other week	27.0
Once a month	11.2
Less than monthly	4.5
First visit today	2.8
Total	100.0

Source: Spindletop Research, Inc.

Alternative Libraries Attended by Library Users

Type of Library	Percent of Users
High School libraries	4.1
College libraries	8.7
Technical libraries	1.4
Other public libraries	22.2
Total	36.4

Source: Spindletop Research, Inc.

Purpose of Visits by Library Users

Purpose	Percent of Users
Check out books	78.0
Return Books	59.6
Browse	29.2
Study (using library materials)	24.7
Study (using personal materials)	7.5
Other	11.0

Source: Spindletop Research, Inc.

Materials Sought by Library Users

Types of Materials	Percent of Users
Adult Fiction	51.9
Adult Non-Fiction	36.1
Magazines	14.6
Newspapers	9.2
Children's Books	11.0
Reference Material	21.4
Information on Specific Topics	33.0
Other	7.5

Source: Spindletop Research, Inc.

Dissatisfaction Expressed by Library Users

Dissatisfaction	Percent of Dissatisfied Users*
Did not have material sought	12.5
Material was checked out	4.4
Material not up to date	2.8
No response	1.2

*Respondents were asked to indicate which reason(s) applied to them. In some cases more than one reason was applicable, consequently the percentages do not add to 12 percent, the percentage of library users expressing dissatisfaction.

Source: Spindletop Research, Inc.

NEEDS ASSESSMENT OF FLORIDA'S STATE UNIVERSITY SYSTEM

(BASED ON MODIFIED STATE OF WASHINGTON FORMULA)

1969-70

	UNIVERSITY OF FLORIDA		FLORIDA STATE UNIVERSITY		UNIVERSITY OF SOUTH FLORIDA	
	# of Recommended Volumes	FTE # of People	# of Recommended Volumes	FTE # of People	# of Recommended Volumes	FTE # of People
Basic Collection	85,000		85,000		85,000	
Volumes per Full-time Equivalent (FTE) Faculty (100 per faculty member recommended)	109,880	1,098.8	100,530	1,005.5	59,370	593.7
Volumes per FTE Students (15 per student recommended)	294,885	19,659	228,360	17,224	181,500	12,100
Volumes per M.A. Field (7,500 per field recom.)	339,500	45	285,000	38	276,500	37
Volumes per Doctorate Program (15,000 per prog. recommended)	870,000	58	960,000	64	60,000	4
Total Formula	1,699,265		1,658,890		662,370	
Present Holdings	1,140,000		1,102,584		307,400	
Percentage	67		66.5		46.3	

	FLORIDA AGRICULTURAL & MECHANICAL UNIVERSITY		FLORIDA ATLANTIC UNIVERSITY		UNIVERSITY OF WEST FLORIDA	
	# of Recommended Volumes	FTE # of People	# of Recommended Volumes	FTE # of People	# of Recommended Volumes	FTE # of People
Basic Collection	85,000		85,000		85,000	
Volumes per FTE Faculty	20,620	206.2	22,360	223.6	17,220	172.2
Volumes per FTE Students	62,130	4,142	61,500	4,100	45,000	3,000
Volumes per M.A. Field	45,000	6	150,000	20	51,500	7
Volumes per Doctorate Program	--	0	--	0	--	0
Total Formula	212,750		318,860		198,720	
Present Holdings	240,730		232,054		248,000	
Percentage	113.1		72.7		125.2	

FLORIDA
TECHNOLOGICAL UNIVERSITY

	# of Recommended Volumes	FTE # of People
Basic Collection	85,000	
Volumes per FTE Faculty	13,080	130.8
Volumes per FTE Students	42,900	2,860
Volumes per M.A. Field	22,500	3
Volumes per Doctorate Program	--	0
Total Formula	163,480	
Present Holdings	97,600	
Percentage	60.1	

APPENDIX 5

ACADEMIC LIBRARY STATISTICS

LIBRARY	NO. OF STUDENTS	NO. OF FACULTY	HOURS LIBRARY OPEN	SQUARE FEET NET USABLE FLOOR SPACE	SEATING CAPACITY	PHOTO COPY MACHINE	CHARGE PER COPY
BARRY COLLEGE	1,167	101	81	63,296	663	YES	.10
BISCAYNE COLLEGE	404	37	66	5,502	105	YES	.10
BREVARD COMMUNITY COLLEGE	6,867	223	68	26,000	325	YES	.10
BROWARD COMMUNITY COLLEGE	6,500	230	73	16,000	300	YES	.10
CENTRAL FLORIDA JR. COLLEGE	1,505	91	72	6,560	134	YES	.10
EDISON JR. COLLEGE	1,427	50	74	18,704	384	YES	.10
EMBRY-RIDDLE AERONAUT. UNIV.	1,562	136	70	4,704	120	YES	.10
FLORIDA A & M UNIVERSITY	4,280	274	81	24,705	515	YES	.05;.10
FLORIDA ATLANTIC UNIVERSITY	4,457[1]	285[2]	104	54,000	485	YES	.05;.10
FLORIDA BEACON COLLEGE	55	17	56	800	24	NO	---
FLORIDA COLLEGE	450	28	70	13,680	150	YES	.10
FLORIDA INST. OF TECHNOLOGY	1,429	49	86	11,000	200	YES	.10
FLORIDA PRESBYTERIAN COLLEGE	1,000	70	103½	22,100	248	YES	.10
FLORIDA SOUTHERN COLLEGE	1,468	93	86	35,135	470	YES	.10
FLORIDA STATE UNIVERSITY	17,252	1,589	106	217,466[3]	2,180	YES	.05;.10
FLORIDA TECHNOLOGICAL UNIV.	5,119	234	87	N. A.	200	YES	.05;.10
GULF COAST JR. COLLEGE	1,490[1]	87[1]	63	10,865	210	YES	.10
HILLSBOROUGH COMMUNITY COLLEGE	3,800	67	76	2,940	30	NO	---
JACKSONVILLE UNIVERSITY	3,137	150	78½	45,362	850	YES	.10
LAKE CITY JR. COLLEGE AND FOREST RANGER SCHOOL	987[2]	93	71½	8,216	160	NO	---
LAKE SUMTER COMMUNITY COLLEGE	1,174	44	62	14,300	129	YES	.10
MANATEE JR. COLLEGE	2,315	90	65¾	15,000	272	YES	.10
MARYMOUNT COLLEGE	375	34	88	N.A.	147	YES	.10
NEW COLLEGE	509	46	75	8,419	125	YES	.05
NORTH FLORIDA JR. COLLEGE	1,600	75	60	8,000	250	YES	.15
NOVA UNIVERSITY	63	15	69½	4,508	50	NO	---
OKALOOSA-WALTON JR. COLLEGE	1,875[1]	77[1]	62½	22,176	276[4]	NO	.05[5]
POLK JR. COLLEGE	3,803	140	63	14,150	320	YES	.10
ROLLINS COLLEGE	2,819	117	91	33,857	407	YES	.05
ST. JOHNS VIANNEY SEMINARY	95	13	94	6,054	130	YES	.10
ST. JOHNS RIVER JR. COLLEGE	1,181	56	65	24,000	202	NO	---
ST. LEO COLLEGE	1,200	70	68	13,732	175	YES	.10
ST. PETERSBURG JR. COLLEGE --							
ST. PETE CAMPUS	5,563	215	70	30,487	937	YES	.10
CLEARWATER CAMPUS	3,197	156	71½	35,059	540	YES	.10
SANTA FE JR. COLLEGE	3,800[1]	224[1]	74	*	300	YES	.05
SEMINOLE JR. COLLEGE	2,500	150	69	17,500	250	YES	.10
SOUTH FLORIDA JR. COLLEGE	870	55	60	4,154	64	YES	.10
STATE UNIV. SYSTEM EXT. LIB.	22,238	N.A.	40	4,113	---	NO	---
STETSON COLLEGE OF LAW	470	15[2]	95	N.A.	150	YES	.10
TALLAHASSEE COMMUNITY COLLEGE	2,100	81	103½	28,000	355	YES	.05
UNIVERSITY OF MIAMI	13,241[2]	1,199	105	186,000	2,000	YES	.10
UNIVERSITY OF NORTH FLORIDA	TO OPEN IN SEPTEMBER, 1972						
UNIVERSITY OF SOUTH FLORIDA	15,559[2]	773[2]	94	84,000	800	YES	.05;.10
UNIVERSITY OF TAMPA	2,400	91	75	40,000	460	YES	N.A.
UNIVERSITY OF WEST FLORIDA	3,700[2]	125	86	51,776	750	YES	.10
VALENCIA JR . COLLEGE	3,217	115	74	4,738	156	YES	.10

1 *FTE's*

2 *No records kept on serial titles in general collection*

3 *Gross square feet*

4 *Exclusive of lecture hall and language lab*

5 *Available at another center*

6 *Government documents*

* *In temporary quarters and collection not centralized*

ACADEMIC LIBRARY STATISTICS - CONTINUED

	BOOKS AND BOUND PERIODICALS	REELS OF MICROFILM	OTHER FORMS OF MICROTEXT	PERIODICAL TITLES RECEIVED	NO. NON-PERIODICAL SERIAL TITLES	NEWS-PAPER SUBSCRIP-TIONS	AUTOMATION PROJECTS IN LIBRARY
BARRY COLLEGE	78.000	210	799	982	---	22	--
BISCAYNE COLLEGE	43.986	1.634	------	411	126	16	--
BREVARD COMMUNITY COLLEGE	42.702	4.205	------	725	750	20	INITIATING AUTO. CIRC.
BROWARD COMMUNITY COLLEGE	50.000	2.500	50	700	---	10	--
CENTRAL FLORIDA JR. COLLEGE	27.622	1.239	4,437	308	---	11	--
EDISON JR. COLLEGE	26.600	753	107	296	65[2]	21	--
EMBRY-RIDDLE AERONAUT. UNIV.	15,119	700	25	150	---	10	--
FLORIDA A & M UNIVERSITY	196.205	6.039	2.058	2.230	3.506	91	PLANS FOR AUTO. CIRC.
FLORIDA ATLANTIC UNIBERSITY	267.910	7.356	82,411	3,558	2,444	39	AUTO. CIRC.,ACQ.,ACCT. SERIAL CONTROL
FLORIDA BEACON COLLEGE	10.000	N. A.	N. A.	N. A.	N. A.	N.A.	
FLORIDA COLLEGE	17.500	N. A.	N. A.	N. A.	N. A.	N.A.	
FLORIDA INSTITUTE OF TECHNOL.	50.143	------	128	300	---	8	PERIODICAL HOLDINGS
FLORIDA PRESBYTERIAN COLLEGE	90.000	6.000	18.250	1.100	426	35	--
FLORIDA SOUTHERN COLLEGE	118.000	4,449	------	739	25	21	--
FLORIDA STATE UNIVERSITY	872.025	33.870	373,597	5,647	3.276	130	AUTOMATED CIRCULATION
FLORIDA TECH. UNIVERSITY	71.843	2.726	20.000	2,070	1,473	27	COMP. BASED CAT., CIRC.
GULF COAST JR. COLLEGE	26.913	1.207	------	484	179	20	CIRC. AUTO.(PLASTIC ID & BK CARD W MULT.TR. FORM
HILLSBOROUGH COMMUNITY COLL.	17.000	----	------	210	---	6	--
JACKSONVILLE UNIVERSITY	139.648	2.569	1.002	750	150	12	--
LAKE CITY JR. COLLEGE -- & FOREST RANGER SCHOOL	25.462	2.520	578	325	27	14	--
LAKE SUMTER COMMUNITY COLLEGE	30.328	2.545	------	289	---	21	PROF.BOOK COLL+(PIK) PROGRAMMED MATERIAL
MANATEE JR. COLLEGE	30.791	3.086	------	350	200	10	--
MARYMOUNT COLLEGE	16.000	378	------	244	---	8	AUDIO DIAL ACCESS SYSTEM
NEW COLLEGE	56.301	571	8,560	562	187	19	--
NORTH FLORIDA JR. COLLEGE	26.162	1.183	4,257	270	206	20	AUDIO VISUAL HOLDINGS
NOVA UNIVERSITY	10.000	332	1,500	700	1,500	2	SERIALS RECORDS
OKALOOSA-WALTON JR. COLLEGE	27.771	464	------	323	64	20	--
POLK JR. COLLEGE	38.517	1.247	3,172	448	118	12	--
POLLINS COLLEGE	152.181	3.655	6.294	889	33.101[4]	18	--
ST. JOHN VIANNEY SEMINARY	17.915	105	240	95	29	6	--
ST. JOHNS RIVER JR. COLLEGE	35.921	255	------	220	---	14	--
ST. LEO COLLEGE	46.074	3.051	------	459	60	20	--
ST. PETERSBURG JR. COLLEGE							
ST. PETE CAMPUS	55.048	1.480	130	590	189	13	PERIODICAL HOLDINGS
CLEARWATER CAMPUS	63.863	2.507	------	585	---	9	--
SANTA FE JR. COLLEGE	32.000	500	------	500	150	4	--
SEMINOLE JR. COLLEGE	21.500	1.000	4	410	---	10	--
SOUTH FLORIDA JR. COLLEGE	15.277	-----	------	146	45	14	--
STATE UNIV. SYSTEM EXT. LIB.	44.628	-----	------	195	---	--	--
STETSON COLLEGE OF LAW	61.000	50	100	350	---	6	--
TALLAHASSEE COMMUNITY COLLEGE	22.228	1.831	118	618	300	15	ACQUISITIONS
UNIVERSITY OF MIAMI	907.326	14.960	329,283	6,997	---	32	CURRENT PERIODICAL SUB-SCRIPTION LIST
UNIVERSITY OF NORTH FLORIDA	TO OPEN IN SEPTEMBER, 1972						
UNIVERSITY OF SOUTH FLORIDA	271.718	10.833	55.214	3.329	1.578	63	CIRCULATION AS OF 2/1/71
UNIVERSITY OF TAMPA	107.000	3.600	500	750	1.500	49	--
UNIVERSITY OF WEST FLORIDA	254.470	7.500	150.000	2.175	---	35	WEST FLA.UNION LIST OF SERIALS
VALENCIA JR. COLLEGE	21.380	314	------	412	7	7	--

ACADEMIC LIBRARY STATISTICS - CONTINUED

	LIBRARY INCOME				LIBRARY		
	FUNDS FROM PARENT	FUNDS FROM FEDERAL	FUNDS FROM OTHER	TOTAL INCOME	SALARIES	WAGES	BOOKS
Barry College	135,000	2,500	------	137,500	65,500	20,000	35,500
Biscayne College	49,302	10,726	1,095	61,123	25,718	6,800	20,279
*Brevard Community College							
Broward Community College	207,186	11,225	------	218,411	143,586	5,000	N. A.
Central Florida Jr. College	87,580	11,229	------	98,809	52,699	5,885	22,561
Edison Jr. College	99,097	9,773	------	108,870	67,121	7,273	11,389
Embry-Riddle Aeronautical University	65,743	3,377	------	69,120	32,156	8,709	25,100
Florida A & M University	494,956	9,761	------	504,717	261,194	16,836	174,217
Florida Atlantic University	734,927	46,420	4,192	785,539	347,290	46,534	301,627
Florida Beacon College	N. A.	N. A.	N. A.	N. A.			300
Florida College	30,850	-----	------	30,850	14,776	4,040	5,761
Florida Institute of Technology	80,730	8,249	6,404	95,383	55,294	4,080	22,583
Florida Presbyterian College	131,745	2,642	3,000	135,387	61,245	60,000	60,000
Florida Southern College	169,529	5,000	------	174,529	45,911	44,365	52,102
Florida State University	1,472,261	54,512	2,200	1,528,973	766,340	98,486	544,942
Florida Technological University	581,726	11,864	3,588	597,178	201,921	26,544	283,890
Gulf Coast Jr. College	78,043	9,431	------	87,474	43,230	*	29,500
Hillsborough Community College	N. A.	N. A.	N. A.	N. A.	N. A.	N. A.	N. A.
Jacksonville University	168,294	8,115	------	176,409	100,193	7,226	47,604
Lake City Jr. College & Forest Ranger School	76,940	5,000	------	81,940	37,989	6,000	25,000
Lake Sumter Community College	69,687	8,632	------	78,319	32,783	6,116	24,074
Manatee Jr. College	142,041	5,000	------	147,041	62,144	5,166	22,141
Marymount College	33,742	-----	------	33,742	21,768	*	7,897
New College	132,945	-----	------	132,945	65,245	11,500	45,000
North Florida Jr. College	50,332	9,367	------	59,689	30,937	3,417	23,337
Nova University	53,627	2,526	25,300	81,453	42,327	------	27,826
Okaloosa-Walton Jr. College	159,812	12,898	------	172,710	113,551	11,879	33,995
Polk Jr. College	130,909	2,500	------	133,409	76,369	5,940	39,000
Rollins College	202,830	5,000	------	207,830	89,494	29,728	79,588
St. John Vianney Seminary	N. A.				5,000	453	6,000
St. Johns River Jr. College	68,950	14,050	------	83,000	58,800	11,300	7,000
St. Leo College	129,927	7,241	------	137,168	80,370	1,500	39,881
St. Petersburg Jr. College							
St. Pete Campus	212,181	26,586	------	238,767	137,522	7,505	38,502
Clearwater Campus	247,733	35,141	------	282,874	151,914	8,698	38,143
Santa Fe Jr. College	N. A.				N. A.	N. A.	N. A.
Seminole Jr. College	117,782	7,755	------	125,537	57,286	8,500	33,850
South Florida Jr. College	50,614	5,639	1,092	57,345	23,561	2,500	20,886
State University System Ext. Library	86,602	-----	------	86,602	55,116	539	20,000
Stetson College of Law	75,000	2,500	3,500	81,000	20,800	8,000	44,700
Tallahassee Community College	200,831	59,006	------	259,837	85,009	29,948	70,385
University of Miami	1,491,423	50,086	34,914	1,576,423	817,528	45,788	550,346
University of North Florida							
University of South Florida	1,029,334	45,649	------	1,074,983	482,640	27,825	445,657
University of Tampa	200,000	3,667	------	203,667	94,676	12,000	50,000
University of West Florida	603,021	7,342	1,823	612,186	220,223	14,376	320,642
Valencia Jr. College	122,607	8,801	23,926	155,334	58,278	6,286	53,893

ACADEMIC LIBRARY STATISTICS - CONTINUED

LIBRARY	EXPENDITURE								
	MICROFORMS	AUDIOVISUAL	BINDING	TOTAL LIBRARY MATERIAL	% EXPENDED ON LIBRARY MATERIAL	EQUIPMENT	OTHER	TOTAL OPERATING	EXPENDED PER STUDENT
Barry College	500	1.000	5.000	41.500	30.1	8.426	2.074	137.500	117.8
Biscayne College	5.936	14	185	26.414	43.2	2.017	174	61.123	151.3
Brevard Community College									
Broward Community College	N. A.	N. A.	N. A.	46.225	21.2	23.600	-----	218.411	336.0
Central Florida Jr. College	7.828	(INC. IN MICROF.)	600	30.989	31.4	7.953	1.283	98.809	656.5
Edison Jr. College	1.700	7.500	400	20.989	19.3	10.610	2.877	108.870	762.9
Embry-Riddle Aeronaut. Univ.	100	-----	-----	25.200	36.4	2.900	155	69.120	442.5
Florida A & M University	(INCLUDED IN BOOKS)		22.228	206.445	40.9	20.480	-----	504.955	118.0
Florida Atlantic University	36.793	N. A.	20.000	358.420	49.4	12.000	27.624	779.868	175.0
Florida Beacon College	N. A.	N. A.	N. A.	N. A.	N.A.				
Florida College	---	57	270	6.088	22.0	2.557	291	27.752	616.7
Florida Institute of Tech.	---	-----	2.741	25.324	27.5	7.232	905	91.930	643.3
Florida Presbyterian College	(INCLUDED IN BOOKS)		3.500	63.500	33.1	7.000	-----	191.745	191.7
Florida Southern College	4.868	4.967	5.245	67.182	38.5	6.903	10.168	174.529	118.9
Florida State University	(INCLUDED IN BOOKS)		64.071	609.013	39.8	-----	55.134	1.528.973	886.2
Florida Tech. Univ.	14.090	11.450	10.478	319.908	53.6	37.266	11.538	597.178	116.6
Gulf Coast Jr. College	631	154	878	31.163	35.6	12.981	100	87.474	587.0
Hillsborough Community Coll.	N. A.	N. A.	N. A.	N. A.					
Jacksonville University	1.500	3.232	5.006	57.342	32.5	11.648	-----	176.409	562.3
Lake City Jr. College & Forest Ranger School	(INCLUDED IN BOOKS)		1.500	26.500	32.4	9.953	1.298	81.740	828.1
Lake Sumter Community Coll.	5.057	2.018	1.509	32.658	41.7	4.314	2.448	78.319	667.1
Manatee Jr. College	3.592	2.216	530	28.479	23.6	19.352	5.243	120.384	520.0
Marymount College	---	2.155	744	10.796	32.0	1.178	-----	33.742	899.8
New College	(INCLUDED IN BOOKS)		5.000	50.000	37.6	2.500	3.700	132.945	261.2
North Florida Jr. College	507	-----	762	24.606	41.7	729	-----	59.689	373.0
Nova University	(INCLUDED IN BOOKS)		2.500	30.326	37.2	3.500	5.300	81.453	1.293.0
Okaloosa-Walton Jr. College	1.400	1.600	3.000	39.995	23.1	1.735	5.550	172.710	921.1
Polk Jr. College	3.500	-----	2.500	45.000	33.4	7.415	-----	134.724	354.2
Rollins Jr. College	(INCLUDED IN BOOKS)		1.742	81.330	39.1	(INC. IN OTHER)	7.278	207.830	737.2
St. John Vianney Seminary	(INCLUDED IN BOOKS)		900	6.900	52.7	742	-----	13.100	1.378.9
St. Johns River Jr. College	700	1.200	2.000	10.900	13.1	1.000	1.000	83.000	702.8
St. Leo College	1.360	2.100	2.000	45.341	33.0	9.957	-----	137.163	114.3
St. Petersburg Jr. College									
St. Pete Campus	(INC. IN AV)	34.104	1.869	74.475	31.2	17.005	2.259	238.768	429.2
Clearwater Campus	10.941	30.657	3.932	83.673	29.6	31.299	7.290	282.874	884.8
Santa Fe Jr. College	N. A.	N. A.	N. A.	N. A.					
Seminole Jr. College	2.000	7.197	2.000	45.047	35.7	14.400	1.049	126.282	505.1
South Florida Jr. College	400	1.150	829	23.265	45.3	2.022	-----	51.348	590.2
State Univ. System Ext. Lib.	---	-----	-----	20.000	23.0	-----	10.947	86.602	38.9
Stetson College of Law	(INCLUDED IN BOOKS)		1.300	46.000	56.8	5.000	1.200	81.000	172.3
Tallahassee Comm. College	8.000	20.717	2.310	101.412	39.0	43.468	-----	259.837	123.7
University of Miami	(INC. IN BOOKS)	-----	48.596	598.942	38.1	3.605	114.165	1.570.029	118.6
University of North Florida									
University of South Florida	(INC. IN BOOKS)	N. A.	49.966	495.623	46.1	54.870	14.025	1.074.983	69.0
University of Tampa	(INCLUDED IN BOOKS)		8.000	58.000	28.5	-----	38.991	203.667	848.9
University of West Florida	(INC. IN BOOKS)		14.000	334.642	54.9	18.181	22.482	609.904	164.8
Valencia Jr. College	2.000	14.928	5.771	76.538	49.3	11.745	2.487	155.334	482.8

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